**SUFFOLK COUNTY COMMUNITY COLLEGE**

**SUMMARY MINUTES OF THE BOARD OF TRUSTEES MEETING**

**MEDIA ROOM, CULINARY ARTS CENTER**

**RIVERHEAD, NEW YORK**

**JUNE 21, 2012**

The meeting was held on Thursday, June 21, 2012 at 9:00 a.m. in the Media Room of the Culinary Arts Center in Riverhead, New York.

PRESENT:

 Dafny Irizarry Chairwoman

Walter Hazlitt Trustee/Vice Chair

Bryan Lilly Trustee/Secretary

Saul Fenchel Trustee

Ernesto Mattace, Jr. Trustee

James Morgo Trustee

Paul Pontieri, Jr. Trustee

Theresa Sanders Trustee

Anthony Mangual Student Trustee

Shaun L. McKay President

 George Gatta Executive Vice President

Mary Lou Araneo V.P. Institutional Advancement

 James Amoroso V.P. of Financial & Business Affairs

 Louis Petrizzo General Counsel

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The meeting of the Board of Trustees was convened at 9:10 a.m.

The Pledge of Allegiance was recited.

Chief Deputy County Clerk Nicole DeLuca performed the swearing in ceremony for new Trustee James Morgo.

Trustee Morgo thanked everyone and stated that he is looking forward to serving under the leadership of President McKay. He returns as a Trustee after an eight-year hiatus. His good friend Teresa Sanders says it is really good to see that recycling works. Trustee Morgo also states the best thing about being back is that he was also told this morning that we are going to use his picture from eight years ago.

Chairwoman Irizarry congratulated Trustee Morgo.

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Chairwoman Irizarry then proceeded with the recognition of guests.

Dr. Christopher Adams was recognized and presented plaques to two Eastern Campus students: Shelby Harvey and Landon Doroski.

Shelby Harvey received the Jack Kent Cooke Foundation Scholarship. The scholarship covers tuition, fees, books, and living expenses for up to a total of $30,000 annually, for up to three years. This scholarship award will enable Shelby to transfer and complete her undergraduate degree at the University of Texas at Austin.  Shelby was one of Suffolk’s Get There From Here Scholars. She graduated with a 3.9 GPA and was President of both the Honors Club and Phi Theta Kappa. Shelby receives a standing ovation. She thanked each of the Trustees and Dr. McKay.

Also recognized was Landon Doroski, who, earlier this month, was acknowledged by the Boy Scouts of America for successfully completing all the requirements for Scouting's highest rank—Eagle Scout. As part of the commitment put forth for this recognition, the Eagle Scout candidate completes a worthy project to improve their community. Landon’s project was dedicated to clearing and restoring a nature trail located in Moore’s Woods in Greenport. The original trail was made in the 1970’s, but storms and winds had caused trees to fall, debris had accumulated, overgrowth had encroached the pathway, and potholes had developed, all of which made the trail hazardous and impassable. Landon received a standing ovation. He thanked each of the Trustees and Dr. McKay.

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Chairwoman Irizarry called for a motion to enter into Executive Session at 9:20 a.m. to discuss litigation and personnel matters. Trustee Mattace so moved, Trustee Fenchel seconded, the motion was approved unanimously.

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Chairwoman Irizzary called for a motion to reconvene the Board of Trustees meeting at 10:02 a.m. Trustee Sanders so moved, seconded by Trustee Fenchel, the motion was approved unanimously.

Chairwoman Irizzary called for a motion to take out of order the Solar proposal presentation. Trustee Mattace so moved, seconded by Trustee Mangual, the motion was approved unanimously.

Trustee Fenchel speaks to the Chairwoman and Trustees advising them of a possible conflict with the solar matter and asks to be excused from the presentation and discussion. (Trustee Fenchel left the meeting room).

Executive Vice President George Gatta addressed the Board, following up on the presentation from the April Board Meeting, where a proposal between the College, Suffolk County and enXco (a private company) for the installation of solar generating carports at the Michael J. Grant Campus, was initially discussed. Within the past week, the Board received extensive information on the Administration’s analysis of that proposal from both an operational and legal standpoint, as well as an overall status of where we are with the project. We did receive good cooperation from Suffolk County, particularly the Department of Public Works, as we looked at issues such as temporary parking and operational issues. EVP Gatta then informed the Board that late last evening the President received a communication from the County Executive’s Office advising the College that enXco no longer had any interest in working with the College on this project. EVP Gatta stated that the remainder of his presentation would serve to inform the Board of our effort to analyze the project, our outreach to the college community and to faculty governance and student leaders on the Michael J. Grant Campus. Separate meetings with faculty governance and over 45 student leaders took place in May. In addition to operational concerns, such as snow removal and some issues of liability for employees and students regarding damage to the carports, we did hear concerns directly from faculty that there was limited support for the carport project at the Michael J. Grant Campus. However, there was a strong sentiment that faculty, staff, and students support solar generated facilities on the College. The white paper provided earlier to the Board, shows there is a growing development of these facilities at colleges around the country. Documents that we looked at show up to a 450% increase in the installation of solar generated power on college campuses in the last three years. At this point, after our review, and after the feedback that we received from students, which was 70% favorable, we believe it is worth looking at this further. Although we will not be proceeding with the project proposed by enXco and Suffolk County, it appears to be worthwhile for the College to further consider this idea as a public/private partnership. I am sure the President has an interest in looking at this going forward. With that I would be glad to respond to any questions you might have.

Trustee Pontieri asked what reason enXco gave for dropping the project.

EVP Gatta states that the communication that the President received was just a statement that at this time enXco is not interested in pursuing this project with us, and that we did not receive anything more specific than that.

Trustee Morgo asks if EVP Gatta has any idea what their next move is, since they are not going back to Ronkonkoma.

EVP Gatta stated that we have no other communication from the County on that. That would be something a County official would have to respond to.

Chairwoman Irizarry thanks EVP Gatta for the comprehensive review the Board received. It was obvious that much effort was made to reach out to the different constituencies in the College to gather the input of many groups. It was very well done, thank you.

Trustee Fenchel rejoins the meeting.

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Chairwoman Irizarry recognizes Dr. June Ohrnberger who requested an opportunity to address the Board.

Dr. June Ohrnberger introduces herself as the representative of the Michael J. Grant Campus Academic Assembly and states that she was asked to speak at the meeting regarding the Solar proposal. As. it appears that there is no need for further input at this point, she states that the faculty did request more opportunities for a larger participation in the discussion on the issue. It is no longer necessary for her to read her complete statement at this time.

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President McKay addresses the Board regarding a report on the Foundation’s current financial status. President McKay introduces Foundation Chairman Bob Walther to give the report.

Chairman Walther starts by congratulating Jim Morgo, a former Director of the Foundation, on his appointment to the Board of Trustees of Suffolk County Community College, as it is well deserved. Chairman Walther also congratulates our student honored earlier for their fabulous accomplishments.

He has the numbers that were asked for at a previous Board meeting, but would like to start with some words relating to his service to the College and the Foundation in particular. This year is his 45th anniversary of working with the College in some form of voluntary endeavor, which started with his election as President of the Student Government Association. Since that time, he has served under six presidents. In 1979, he was founding President of the Suffolk County Alumni Association. During the last 20 years, the Suffolk Community College Foundation and the Suffolk County Community College Retirees Association became a reality. We are particularly proud of our efforts on behalf of the Honors program. He has attended almost every College graduation, gala and golf outing during that period. As the College is a highly regarded institution throughout the country, the Foundation is well thought of amongst its peers. Their investment portfolio has grown to more than $12 million. Recent economic times have impacted all Foundations throughout the country. Our portfolio did better than most during that period. The major gifts campaign is off and running. Recent major gifts include $200,000 from Scott Rudolph, and $100,000 each from the Michael J. Grant family and Butch Yamali, Chair of the Chairman’s Council, whose donations were publicly announced at the 2012 Gala. Chairman Walther states that the latest total for the major gifts campaign stands at over $1 million dollars. Dr. McKay states $1.2 million. In September, there will be a new Chair for the Foundation. Chairman Walther states it has been his honor and privilege to be the Chair of the Foundation for the last eight years, serving the interests of the College and its students. Chairman Walther receives a round of applause.

The Report you have before you is dated as of August 31, 2011. A later report from the Auditors would be more appropriate to spend time on, but the 2012 Audit, although complete, has not been seen by the Board of Directors of the Foundation. It will be presented at their July 24th meeting and then will be made available to the Board of Trustees.

Chairwoman Irizarry asks if there are any questions.

Dr. McKay states for the record that Chairman Walther has worked very diligently with the College in advancing this campaign. As the first Chairman of the Foundation, we certainly look to him and congratulate him for all the years of work he dedicated to the College. He is certainly going to remain on the Board, but there will be a transition that will occur at the next meeting. Chairman Walther receives another round of applause.

Trustee Mattace states that this report gives totals; this is not what he had requested initially, as far as expenditures under each one of these totals. What he is asking for is a breakdown of each of the line items, so the Board can see where the money is going. All we see on this report is totals.

Dr. McKay asks Chairman Walther if the 990 form, the full audit report, and financial statements provide that information.

Chairman Walther explains it cannot be completed because of the timeframe. Dr. McKay states that the Finance and Audit Committee must review and sign off on the transactions before the report is complete. Dr. McKay explains that the current information is not available because it has not been reviewed by the Foundation Board of Directors. President McKay asks Chairman Walther when the information is complete to make a line by line breakdown. Dr. McKay acknowledges it will be a lengthy report and will take some time to put together.

Chairwoman Irizarry asks when the report will be completed.

Chairman Walther indicates that they will have it ready by the August meeting.

Trustee Mattace understands why he has the August 2011 report, but would like that information broken out.

Chairwoman Irizarry clarifies that Trustee Mattace is looking for the breakdown of the 2010 – 2011 expenditures at this time.

Trustee Mattace confirms that his original request, which was made at the April meeting, was for the breakdown of the already completed report of 2010 – 2011. He understands that the 2011 – 2012 report will be a separate report. When the second report is completed, he would like the Trustees to be able to make a comparison from 2010 - 2011 to the 2011 - 2012 information.

Chairwoman Irizarry clarifies that the Trustees will receive a breakdown of the 2010 – 2011 that has already been completed, and when 2011 – 2012 is completed they will have access to that information as well.

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EVP Gatta discusses awarding design contracts for two facilities: the Health and Wellness Center at the Eastern Campus, a long-awaited project, and the new Learning Resource Center at the Grant Campus. Both campuses working with Central Facilities embarked on a competition for architects to provide services for these projects over the last six to eight months. We are pleased to report that both committees have come forward with a recommendation, independent of each other, and the firm that has been selected for both projects is Wiedersum Associates. This is a very exciting time for the institution. Both projects are much needed not just from a campus standpoint but from an academic and student service quality of life standpoint. On top of all the other work we are undertaking to rebuild and refurbish our infrastructure and buildings, these two buildings will be capstones, completing the Eastern Campus and providing much needed academic and student learning space at the Grant Campus. EVP Gatta introduces the CEO of Wiedersum Associates Architects, Richard W. Wiedersum and his Associate Bill Laverty, as well as sub-consultants from ikon.5, architects Arvind Tikku and Joseph Tattoni who will be doing a brief presentation on both projects.

Richard Wiedersum states that they would like to thank the Board of Trustees, the administration and the Committees for selecting the Wiedersum team for the design of the Health and Wellness facility at the Eastern Campus, as well as the Learning Resource Center at the Grant Campus. A power point presentation was shown to meeting attendees regarding the members of the design teams – Wiedersum Associates, ikon.5, Lizardos Engineering (mechanical, electrical and plumbing design),

Severud Associates (structural engineering) and Toscano Clements Taylor (cost estimating, making sure we are keeping within the budget).

Richard Wiedersum explains that they have been involved with over 1,500 projects here on Long Island, including the master plan for the Eastern Campus and are excited to be back now in the development of the Health and Wellness Center. They have worked extensively over the past 15 - 20 years with Lizardos and Severud and have a harmonious relationship.

Arvin Tikki of ikon.5 Architects, an award-winning firm from New Jersey, speaks about their health and wellness facilities’ experience on higher education campuses throughout the United States. They utilize individual landscapes and the history of the area in their designs. Joe Tattoni then speaks about the proposed concept for the new Learning Resource Center at the Michael J. Grant Campus. The College’s lighthouse logo inspired their proposed “Lantern for Learning” design.

The architects complete their presentation and ask if there are any questions.

Trustee Morgo asks EVP Gatta if both of these projects were approved in the County’s Capital program.

EVP Gatta responds yes. The Learning Resource Center is fully funded and appropriated. As for the Health and Wellness facility, the design funds of approximately $1 million have already been appropriated all ready and the construction, furniture, fixtures, and equipment have been added back into the capital plan.

Trustee Morgo asks which capital plan.

EVP Gatta states 2014. The funding for construction is 2014 and we will not be ready for construction until 2014.

Chairman Irizarry thanks the group for their presentation and states she is looking forward to the Learning Resource Center.

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Chairwoman Irizarry called for a motion at 10:36 a.m. to adjourn the meeting of the Board of Trustees and call the Board of Directors meeting to order*.* Trustee Mattace so moved, Trustee Mangual seconded, motion was approved unanimously.

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Trustee Mattace made a motion to reconvene the Board of Trustees meeting at 11:04 am, Trustee Sanders seconded, the motion was approved unanimously.

A motion was made by Chairwoman Irizarry to approve the minutes of the April 19, 2012 Board of Trustees meeting, Trustee Sanders so moved, Trustee Mattace seconded.

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Chairwoman Irizarry called for a motion to approve college resolution 2012.53. Trustee Mangual so moved, Trustee Mattace seconded, the motion was approved unanimously.

**RESOLUTION NO. 2012.53 CONFIRMING THE ACCEPTANCE OF RESOLUTION NOS. 2012.42 through 2012.52 BY THE EXECUTIVE COMMITTEE ON MAY 30, 2012**

**WHEREAS,** a regular meeting of the Board of Trustees was scheduled for May 17, 2012, and

**WHEREAS**, several trustees were unable to attend the meeting and a quorum would not be present, therefore the meeting was cancelled, and

**WHEREAS**, pursuant to Article V (F) of the By Laws, the Executive Committee of the Board of Trustees approved Resolution Nos. 2012.42 through 2012.52, subject to confirmation at the next Board of Trustees meeting, with a quorum present, be it therefore

**RESOLVED,** that the conditional approval of Resolution Nos. 2012.42 through 2012.52 by the Executive Committee be confirmed in all respects.

Resolution Nos. 2012.42 through 2012.52

**RESOLUTION NO. 2012.42 APPROVING BUDGET TRANSFERS**

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

**WHEREAS**, according to that policy, the transfers on Attachment I must be authorized by Board resolution, and

**WHEREAS**, the President recommends the transfers on Attachment I as necessary for the operation of the College, be it therefore

**RESOLVED**, that the budget transfers shown as Attachment I are hereby approved.

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**RESOLUTION NO. 2012.43 APPROVING MONTHLY SPONSOR SERVICES FOR SUFFOLK COUNTY COMMUNITY COLLEGE**

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

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

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

**RESOLVED**, that the health insurance payment to the County of Suffolk in the amount of $1,960,715.40 for the month of April 2012 (Attachment II) is hereby approved by the Board of Trustees.

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**RESOLUTION NO. 2012.44 ACCEPTING A FEDERAL GRANT FOR THE 2012-2013 FEDERAL WORK STUDY PROGRAM**

**WHEREAS**, Suffolk County Community College has applied to participate in the Federal Work Study Program (FWSP) authorized under Part C of Title IV of the Higher Education Act of 1965 as amended by the Education Amendments, and

**WHEREAS**, the application has been approved in the amount of $387,404, and

**WHEREAS**, the Federal regulations allow the sum of $75,000 or 10 percent of the allocation, whichever is less, to be set aside for the Job Locator & Development Program, and

**WHEREAS**, this Federal grant must be matched by a 25 percent contribution, and

**WHEREAS**, amendments to the law became effective in October 1986 allowing a five percent administrative expense allowance based on total student expenditures for FWSP, be it therefore

**RESOLVED**, that the Board of Trustees hereby accepts the total Federal allotment for the 2012-2013 Federal Work Study Program in the amount of $387,404, and be it further

**RESOLVED**, that $38,740 be set aside for the Job Locator Program, with the College’s matching contribution of 20 percent to be provided by in-kind contributions, and be it further

**RESOLVED**, that the Federal Work Study Program’s five percent administrative allowance be charged against FWSP and deposited in the appropriate account, and be it further

**RESOLVED**, that the On-Campus Work Study Program shall continue to be matched by a 25 percent contribution by the College and that the Off-Campus Work Study Program be matched by a 25 percent contribution from the respective participating off-campus agencies, except for the Community Service Employment, and be it further

**RESOLVED**, that the off-campus agencies shall contribute their respective shares of Employer's FICA and Workmen's Compensation except for the Community Service Employment.

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**RESOLUTION NO.2012**.**45 APPROVING THE ALLOCATION OF THE 2012-2013 FEDERAL WORK STUDY PROGRAM (FWSP)**

**WHEREAS,** Suffolk County Community College is composed of three campuses, and

**WHEREAS**, the Financial Aid Office on each campus offers financial assistance via the Federal Work Study Program, be it therefore

**RESOLVED**, that the following distribution of the 2012-2013 Federal Work Study funds by campus is hereby approved.

Original FWSP Federal Allocation $387,404

Less: Transfer to Job Locator Program -38,740

 Remaining CWSP Federal Allocation $348,664

Less: 5% Admin Expense Allowance of Campus Wages -21,972

Remaining FWS Allocation $326,872

Plus: 25% of Institutional Share of Student Wages +108,958

 Total Student Wages Available $435,830

Campus Wage Distribution of Federal College Work Study Allocation

 Ammerman Campus (46%) $200,482

 Grant Campus (39%) $169,974

 Eastern Campus (15%) $ 65,374

 Total Campus Wage Distributions $435,830

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**RESOLUTION NO.2012.46 ACCEPTING A FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANT (FSEOG) FOR 2012-2013**

**WHEREAS**, Suffolk County Community College has applied to participate in the Federal Supplemental Educational Opportunity Grant Program as authorized under Subpart 2, Part A of Title IV of the Higher Education Act of 1965, as amended by the Education Amendments,

**WHEREAS**, the application has been approved in the amount of $771,758, and

**WHEREAS**, amendments to the law became effective in October 1986 allowing a five percent administrative expense allowance based on total expenditures for FSEOG, be it therefore

**RESOLVED**, that the 2012-2013 Federal Supplemental Educational Opportunity Grant in the amount of $771,758 be accepted, and be it further

**RESOLVED**, that the Federal Supplemental Educational Opportunity Grant allotment be deposited in the appropriate accounts, after reducing that allotment with five percent of FSEOG expenditures as an administrative expense being charged to the FSEOG account.

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**RESOLUTION NO.2012.47 ALLOCATING THE 2012-2013 FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANT PROGRAM (FSEOG)**

**WHEREAS,** Suffolk County Community College is composed of three campuses, and

**WHEREAS**, the Financial Aid Office on each campus offers financial assistance via the Federal Supplemental Educational Opportunity Grants Program, be it therefore

**RESOLVED**, that the following distribution of 2012-2013 FSEOG funds is hereby approved:

Federal Supplemental Educational Opportunity Grants (FSEOG)

Original FSEOG Federal Allocation $771,758

Less: 5% Administrative Expense for Grants -38,588

Remaining FSEOG Allocation for Student Grant Disbursement $733,170

Campus Distribution of FSEOG Student Grants

Ammerman Campus (46 %) $337,258

Grant Campus (39 %) $285,936

Eastern Campus (15 %) $109,976

Total of College Grants $733,170

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**RESOLUTION NO.2012.48 ACCEPTING A GRANT SUB-AWARD FROM TIDEWATER COMMUNITY COLLEGE FOR YEAR THREE OF A DEPARTMENT OF HEALTH AND HUMAN SERVICES HEALTH INFORMATION TECHNOLOGY PROJECT**

**WHEREAS**, Suffolk County Community College has received a sub-award from Tidewater Community College as a member of a consortium of community colleges for year three of a Department of Health and Human Services Health Information Technology (HIT) Project in the amount of $22,179, including indirect costs, for the period of April 2, 2012 through April 1, 2013, and

**WHEREAS,** year three funding will increase the total project funding from $802,573 to $824,752, including indirect costs, and will extend the end date by twelve months, and

**WHEREAS**, the program will continue to provide for developing and implementing training programs that create, manage and maintain portable electronic medical records, and

**WHEREAS**, matching funds are not required, be it therefore

**RESOLVED**, that a grant sub-award, in the amount of $22,179, including indirect costs, from Tidewater Community College, for year three of a Department of Health and Human Services Health Information Technology (HIT) Project, for the period of April 2, 2012 through April 1, 2013, is hereby accepted, and the College President or his designee is authorized to execute a contract with the administering agency.

Project Directors: Nina Leonhardt

 Diane Fabian

Note: Full-time personnel: none for amendment

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**RESOLUTION NO.2012.49 APPROVING A MAJOR CHANGE ORDER FOR THE COLLEGE-WIDE ENERGY EFFICIENCY GRANT-FUNDED PROJECT**

**WHEREAS**, Suffolk County Community College received an ARRA-funded grant to implement a college-wide energy efficiency project, and

**WHEREAS**, Best Climate Control was awarded a contract to install five boilers as part of this project, and

**WHEREAS**, existing conditions required additional work not shown on the design drawings, and

**WHEREAS,** project change orders for the College-wide energy efficiency project are within budget, as shown in Attachment III, and

**WHEREAS**, the change order provided by the contractor for this additional work was reviewed and approved by the College, and

**WHEREAS**, this change order exceeds 10% of the original, thus constituting a ‘major’ change order as defined by Board policy, and

**WHEREAS**, all major change orders require Board approval, be it therefore

**RESOLVED**, that Change Order No.1 for Best Climate Control in the amount of $19,360.00 is approved, and be it further

**RESOLVED**, that the College President, or his designee, is authorized to execute the necessary documentation.

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**RESOLUTION NO.2012.50 AMENDING A CONTRACT FOR THE DESIGN OF THE AMMERMAN CAMPUS WAREHOUSE RENOVATION; CP 2165, 2149**

**WHEREAS**, funding for the design of projects CP2165 and CP2149 has been approved by Suffolk County and the State of New York, and funds have been appropriated by the Suffolk County Legislature, and

**WHEREAS**, design for additional building upgrades identified by the College exceed the original scope of services; and

**WHEREAS**, these additional upgrades include HVAC replacements; repairs to damaged windows, doors and building exteriors; and exterior lighting replacements; and

**WHEREAS**, this additional work represents replacement of systems which are past their useful life; and

**WHEREAS**, there exists enough funding in the design portion of the College’s infrastructure project, CP2149; and

**WHEREAS,** the College has reviewed the proposal submitted by LiRo Architects and Planners, PC of Syosset, N.Y. for these additional design services;

**WHEREAS**, the value of these additional design services fall within SUNY guidelines; and

**WHEREAS**, the value of these additional services exceed $20,000 which requires Board approval; be it therefore

**RESOLVED**, that an amendment to the existing consulting contract in the amount of $45,094 for the design of additional building improvements to the Ammerman Warehouse for LiRo Architects and Planners, PC is approved, and be it further

**RESOLVED,** that the College President, or his designee, is authorized to execute the necessary documentation.

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**RESOLUTION NO. 2012.51 AMENDING THE COLLEGE BUDGET FOR AN AMENDMENT TO THE NATIONAL SCIENCE FOUNDATION SCIENCE, TECHNOLOGY, ENGINEERING AND MATHEMATICS SCHOLARSHIP PROGRAM (NSF S-STEM)**

**WHEREAS**, Suffolk County Community College has received a grant award from the National Science Foundation for a Science, Technology, Engineering and Mathematics Scholarship Program, in the amount of $557,300, for a five-year grant, for the period of October 1, 2006 through September 30, 2011, and extended for an additional year through September 30, 2012, and

**WHEREAS**, the award has been increased by a supplemental amount of $4,250 for a one student stipend, bringing the total amount of the grant award to $561,550, and

**WHEREAS**, matching funds are not required, be it therefore

**RESOLVED**, that the 2011-2012 College budget be amended to reflect an increase in the amount of $4,250, for an NSF S-STEM Program grant, and the College President or his designee is authorized to execute a contract with the administering agency.

Project Director: Dr. Candice J. Foley

Note: No full-time personnel

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**RESOLUTION NO.2012.52 APPROVING A MAJOR CHANGE ORDER FOR THE PARTIAL RENOVATION OF THE PECONIC BUILDING, EASTERN CAMPUS, CP 2181**

**WHEREAS,** Capital Project No. 2181 has been approved by Suffolk County and the State of New York for funding, and appropriated by the Suffolk County Legislature, and

**WHEREAS**, the original ‘one-stop shop’ design included renovation of a computer room for testing purposes, and

**WHEREAS**, testing is a critical component of the ‘one-stop shop’ model for student services, and

**WHEREAS**, the original construction bid for the building renovation included an alternate for the renovation of the computer room which was not awarded, and

**WHEREAS**, demolition for the project has been completed with no major unforeseen field conditions, and

**WHEREAS**, as of June 21, 2012, the Partial Renovation of the Peconic Building, CP 2181, is within budget with significant contingency, as shown in Attachment IV, and

**WHEREAS**, the contractor is willing to honor its original cost for the computer room alternate, and

**WHEREAS**, this additional work exceeds $20,000, thus constituting a ‘major’ change order as defined by Board policy, and

**WHEREAS,** all major change orders require Board approval, be it therefore

**RESOLVED**, that Change Order No. 1 for GII Construction Co. in the amount of $220,000 is approved, and be it further

**RESOLVED**, that the College President, or his designee, is authorized to execute the necessary documentation.

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Chairwoman Irizarry called for a motion to approve college resolutions 2012.54 to 2012.64. Trustee Sanders, so moved, Trustee Mattace seconded, the motion was approved unanimously.

**RESOLUTION NO. 2012.54 APPROVING BUDGET TRANSFERS**

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

**WHEREAS**, according to that policy the transfers on Attachment I must be authorized by Board resolution, and

**WHEREAS**, the President recommends the transfers on Attachment I as necessary for the operation of the College, be it therefore

**RESOLVED**, that the budget transfers shown as Attachment I are hereby approved.

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**RESOLUTION NO. 2012.55 APPROVING MONTHLY SPONSOR SERVICES FOR SUFFOLK COUNTY COMMUNITY COLLEGE**

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

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

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

**RESOLVED**, that the health insurance payment to the County of Suffolk in the amount of $1,960,072.66 for the month of May 2012 (Attachment II) is hereby approved by the Board of Trustees.

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**RESOLUTION NO. 2012.56 AWARDING A CONTRACT FOR THE DESIGN OF A HEALTH AND WELLNESS FACILITY ON THE EASTERN CAMPUS CP 2120**

**WHEREAS,** funding for the design of project 2120 has been approved by Suffolk County and the State of New York, and funds have been appropriated by the Suffolk County Legislature, and

**WHEREAS**, proposals for the design of CP 2120 have been solicited and reviewed by the College, and

**WHEREAS**, the College determined that the proposal submitted by Wiedersum Associates Architects PLLC of Hauppauge N.Y. best meets the needs of the College, be it therefore

**RESOLVED**, that a consulting contract in the amount of $795,625.00 for the design of a Health and Wellness Facility for the Eastern Campus be awarded to Wiedersum Associates Architects PLLC, and be it further

**RESOLVED**, that the College President, or his designee, is authorized to execute the necessary documentation.

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**RESOLUTION NO.2012.57 AUTHORIZING A SUBCONTRACT BETWEEN THE RESEARCH FOUNDATION OF SUNY AND SUFFOLK COUNTY COMMUNITY COLLEGE FOR PARTICIPATION IN A PROJECT ENTITLED “SUNY WORKS – ADULT DEGREE COMPLETION”**

**WHEREAS**, the Research Foundation of the State University of New York (“the Foundation”) is in receipt of a grant award to carry out a project entitled “SUNY Works – Adult Degree Completion”; and

**WHEREAS**, Suffolk County Community College (“the College”) has been selected to receive $10,000 of said grant award to support the professional development of College participants in the project; be it therefore

**RESOLVED**, that the College President is hereby authorized and empowered to execute a subcontract between the Foundation and the College for participation in a project entitled “SUNY Works – Adult Degree Completion,” in such form as shall be approved by the College General Counsel.

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**RESOLUTION NO. 2012.58 AWARDING A GENERAL CONSTRUCTION CONTRACT FOR TRAFFIC SAFETY AND CAMPUS ENTRANCE IMPROVEMENTS, AMMERMAN CAMPUS, CP2127, CP2149 AND CP2192**

**WHEREAS**, capital projects No. 2127, 2149 and 2192 have been approved by Suffolk County and the State of New York for funding, and appropriated by the Suffolk County Legislature, and

**WHEREAS**, the Traffic Safety and Campus Entrance Improvements project involves new construction, ADA compliance work and infrastructure replacements, and

**WHEREAS,** public bids for the Traffic Safety and Campus Entrance Improvements project were solicited and opened on June 15, 2012, and

**WHEREAS**, these bids were reviewed and the qualifications of the lowest responsible bidder were checked by the College, be it therefore

**RESOLVED**, that Norman Kurrass Contractor, Inc. be awarded the contract for General Construction work for the Traffic Safety and Campus Entrance Improvements project in the amount of $409,610.00, and be it further

**RESOLVED,** that the College President, or his designee, is authorized to execute the necessary documentation.

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**RESOLUTION NO. 2012.59 AMENDING THE COLLEGE BUDGET FOR AN AMENDMENT TO THE NATIONAL SCIENCE FOUNDATION SCIENCE, TECHNOLOGY, ENGINEERING AND MATHEMATICS SCHOLARSHIP PROGRAM (NSF STEMS II)**

**WHEREAS**, Suffolk County Community College (SCCC) has received a grant award from the National Science Foundation for a Science, Technology, Engineering and Mathematics Scholarship Program in the amount of $600,000, for a five-year grant, for the period of September 1, 2011 through August 31, 2016, and

**WHEREAS,** the award has been increased by a supplemental amount of $8,500 for stipends for two SCCC students to work as research interns at Brookhaven National Laboratory, bringing the total amount of the grant award to $608,500, and

**WHEREAS**, matching funds are not required, be it therefore

**RESOLVED**, that the 2011-2012 College budget be amended to reflect an increase in the amount of $8,500, for an NSF STEMS II Program grant, and the College president or his designee is authorized to execute a contract with the administering agency.

Project Director: Dr. Candice J. Foley

Note: No full-time personnel

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**RESOLUTION NO. 2012.60 APPROVING AN ALLOWANCE FOR THE INSTALLATION OF COOLING SYSTEMS, CP 2138**

**WHEREAS**, Capital Project No. 2138 has been approved by Suffolk County and the State of New York for funding, and appropriated by the Suffolk County Legislature, and

**WHEREAS**, the Suffolk County Fire Marshal now requires the installation of numerous smoke dampers that were not included in the construction bid documents which were previously approved by the County and

**WHEREAS**, in order to complete the project before the start of the fall semester it is necessary to install the smoke dampers within the next few weeks, and

**WHEREAS**, a change order cannot be issued because the exact cost of the smoke dampers, associated ductwork and installation is not known at this time, be it therefore

**RESOLVED,** that an allowance in the amount of $80,000 be added to the HVAC construction contract held by Ultimate Power Inc., and be it further

**RESOLVED,** that the College President, or his designee, is authorized to execute the necessary documentation.

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**RESOLUTION NO. 2012.61 ACCEPTING A GRANT AWARD FOR A SUNY CONVERSATIONS IN THE DISCIPLINES PROGRAM**

**WHEREAS,** Suffolk County Community College has received a grant award from the State University of New York, in the amount of $5,000, for a Conversations in the Disciplines (CID) Program entitled “Digital Humanities and the Transformation of Scholarship”, for the period of July 1, 2012 through June 30, 2013, and

**WHEREAS,** the program provides funding for a day-long conference to be held in April 2013 on the Michael J. Grant Campus on the topic of how the digital age transforms the ways in which scholarship, research, and creative work in the humanities are conducted, and

**WHEREAS**, matching funds, up to the amount of $2,500 for speaker travel expenses, and a waiver of registration fees for up to 100 students for lunch for non-speaker participants, are provided for in the College operating budget, and

**WHEREAS**, registration fees are to be collected to cover the remaining cost of lunch for non-speaker participants at a cost of $20 per person, up to a maximum of $2,000, be it therefore

**RESOLVED**, that a grant award in the amount of $5,000 from the State University of New York for a Conversations in the Disciplines (CID) Program entitled “Digital Humanities and the Transformation of Scholarship”, during the 2011-2012 fiscal year and completed during the 2012-2013 fiscal year, is hereby accepted, and the College president or his designee is authorized to execute a contract with the administering agency.

Project Director: Karen Dovell

Note: No full-time personnel

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**RESOLUTION NO. 2012.62 AMENDING THE COLLEGE BUDGET FOR AN EDUCATIONAL OPPORTUNITY PROGRAM GRANT**

**WHEREAS**, the 2011-2012 College operating budget provides $90,675 from the State University of New York for an Educational Opportunity Program (EOP) grant to provide counseling and tutoring services on all three of its campus locations, and

**WHEREAS**, the grant award has been increased by $67,926 for the 2012 EOP Summer Program, bringing the total amount of the grant award to $158,601, and

**WHEREAS**, it is necessary to amend the College budget in the amount of $67,926 to provide for the increase in the grant award, and

**WHEREAS**, matching funds are provided for in the College operating budget, be it therefore

**RESOLVED**, that the 2011-2012 College budget be amended to reflect the award increase in the amount of $67,926, from the State University of New York for an Educational Opportunity Summer Program, and the College president or his designee is authorized to execute a contract with the administering agency.

Project Director: Joanne E. Braxton, College Dean of Enrollment Management

Note: Institutional Support required

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**RESOLUTION NO. 2012.63 AWARDING A CONTRACT FOR THE DESIGN OF THE NEW LEARNING RESOURCE CENTER AT THE GRANT CAMPUS, CP 2159**

**WHEREAS**, capital project No. 2159 has been approved by Suffolk County and the State of New York for funding, and appropriated by the Suffolk County Legislature, and

WHEREAS, design competition proposals have been solicited and reviewed by the College, and

**WHEREAS**, the College Evaluation Committee for this project recommends that the design submitted by Wiedersum Associates Architects, PLLC. of Hauppauge N.Y. best meets the needs of the College, be it therefore

**RESOLVED**, that a consulting contract in the amount of $1,355,000 for the design of the new Learning Resource Center at the Grant Campus be awarded to Wiedersum Associates Architects, PLLC., and be it further

**RESOLVED**, that the College President, or his designee, is authorized to execute the necessary documentation.

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**RESOLUTION NO. 2012.64 APPOINTING DIRECTORS TO THE BOARD OF THE SUFFOLK CENTER ON THE HOLOCAUST, DIVERSITY & HUMAN UNDERSTANDING, INC.**

**WHEREAS**, the by-laws of The Suffolk Center on the Holocaust, Diversity & Human Understanding, Inc. provide for the Board of Trustees to appoint the members of its Board of Directors, and

**WHEREAS**, several appointments will be expiring and the Board of Directors recommends that these members be reappointed, be it therefore

**RESOLVED**, that the appointment of the following persons to the Board of Directors of The Suffolk Center on the Holocaust, Diversity & Human Understanding, Inc. is hereby approved, for a term of three years, effective September 1, 2012:

 Name

 Glenn Gordon

 Sonia Palacio-Grottola

 Veronica Treadwell

 M. Vicki Wacksman

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Chairwoman Irizarry introduces VP James Amoroso to present the College financial reports. VP Amoroso states that the College’s 2012-2013 operating budget request was approved by the County Executive and adopted by the Legislature on June 19th. The 2010 – 2011 financial statements audit has been completed. We will be submitting a resolution for the August meeting. Relative to the current year, we continue to track positively and we expect the year to end with a nominal fund balance.

Trustee Fenchel has a question concerning the Suffolk County Community College recommended budget. He is concerned that we are not offering enough vocational and science programs in light of the current economic conditions.

President McKay explains how enrollment is reviewed to determine which classes are taught at each campus. It is not just faculty that is affected, it is clerical, physical plant, and civil service for staffing the buildings. As the campuses grow, they are growing differently. The needs of the students are different. The students are different. There are more veterans and students with special needs. We are responding to all those areas.

Trustee Fenchel states that he believes we have a surplus in excess of eighteen million dollars and that surplus should be utilized for educational objectives of the school and of this County right now. He believes that we should be utilizing the surplus to increase those departments substantially. If you build it, they will come. To your credit, because of the efficiency of how the College has been run, the College has the ability to shift priorities to where they belong. To me the priorities are the hard sciences and in vocational areas. Even though we are talking about a decrease in student enrollment, I suspect if incentives and programs were made available in biology, chemistry, physics, automotive sciences, manufacturing, and technology students would be there.

President McKay stated that we hire a lot of people within grants and it is our role to take a look at our programmatic needs on the campuses. We have a strategic plan and that will help us with the direction of the College. We get reports every week on staffing, as retirements come through, we look at whether we should go with that discipline or another discipline.

Trustee Hazlitt stated that one of the attractions that the College puts forth is the ability for an individual, after earning an associates degree, to move on to a higher division College, and I think the basic English and other requirements for that opportunity have to be preserved. Going back many years this was a trade College. Today you have to balance it.

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Chairwoman Irizarry continued to the Committee reports. Trustee Sanders reported that the Academic Affairs and Student Services committee met on April 17th with Dr. Mazzarelli. Discussion was had on policy related issues. We discussed the impact of the Dream Act, the subsequent impact on enrollment in the College, and where we can reallocate some resources. Dr. Mazzarelli was helpful in focusing us on some of the programs that exist and don’t exist throughout the campuses. The strategic plan helps keep us focused on student support services such as tutoring, counseling and advising. We also discussed the scholarship program and which scholarships currently exist.

Chairwoman Irizarry asked if there is a report on the number of scholarships available and the number of students successful in getting the scholarships.

President McKay discusses that there are campus-based scholarships, college-wide scholarships, scholarships from the Foundation. There are several ways students can find out about scholarships: scholarship booklet, Registrar’s and Financial Aid offices, on-line where the College’s website allows students to enter their discipline and the site provides a list of scholarship options that are associated with that discipline.

Trustee Sanders stated that they are looking to create a tracking mechanism using a spreadsheet that shows the scholarships available, the application criteria, etc.. Nationally, students are not returning to school due to the economy. How good of a job are we doing letting our students know what they are eligible for?

Chairwoman Irizarry stated that last year’s number of scholarships and number of students applying was disturbing. She would like to see the numbers this year.

President McKay stated that sometimes students are not eligible to apply.

Trustee Mattace questioned aren’t all scholarships through the Foundation.

President McKay explained they were not. The scholarships through the Foundation are easy to track, it is all the others that are not.

Trustee Lilly stated that the Facilities committee did not meet, but that he was given an update this morning that projects are running on schedule.

Trustee Hazlitt thanked Mr. Morgo and EVP Gatta who worked very hard to maintain the College’s accreditation several years ago.

Trustee Pontieri stated that there was no Personnel Committee Meeting.

Trustee Fenchel stated that the Budget Committee had not really been formed. He and Trustee Mattace clarified certain issues that require attention.

Trustee Mangual gave a report on the DREAM Act. He worked with student leaders on all three campuses. DREAM stands for Development and Relief of Education for Alien Minors. The purpose is to amend the Illegal Immigration Reform and Responsibility Act. It is proposed legislation that gives young undocumented people the opportunity to contribute to our nation by pursuing higher education or serving in the Armed Forces. In the amendment, New York would become the fourth state to offer state-granted aid. One of the positive effects it would have on the College would be to provide an additional revenue stream resulting from increased student enrollment and retention. It would help cure social indifference by addressing myths that surround the population and would maintain integrity and transparency by asserting our mission statement.

Trustee Pontieri commented about a speaking engagement in Arizona at Scottsdale Community College where they talked about what happened in Patchogue and watched the film that was produced.

After talking with attendees and panelists, it comes down to “a people position” that needs to be addressed. Until you see it up close and personal, you don’t really understand. He commends Trustee Mangual for taking on such an important task.

Trustee Mattace asked how the students felt about the decision to stop deportation for two years.

Trustee Mangual stated he would touch base with the students on that.

Trustee Morgo stated that one thing that is implicit is that these kids didn’t come to this country illegally, they were brought here by their parents or someone else. They didn’t come on their own volition. I think that is a legitimate point. There are many conditions and I think we have to look at those conditions as well.

Trustee Sanders states that this boils down to a civil rights issue. Children should be viewed as a protected class. We need to advocate for children who, through no fault of their own, ended up in a particular situation. She thanks Trustee Mangual for a good report.

Chairwoman Irizarry thanks Trustee Mangual for the comprehensive report stating that she knows he worked many hours on it. It is an issue of humanity. Here in Suffolk we believe education is transformational. We need to give them equal opportunities. In front of you there is a resolution for your consideration later in this meeting.

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Dr. Adams presents highlights from the survey of Suffolk County residents attending out-of-County community colleges, noting that a similar survey was done in 2004. We requested a mailing list from the County Comptroller in the spring of 2012. We then sent out 3,535 questionnaires, followed by a second follow-up mailing. In the first mailing we offered an iPad as an incentive for people to return their survey. During the second mailing, we offered an opportunity for residents to complete the questionnaire online. We received 287 surveys, which is a response rate of approximately 8%.

Respondents were asked, what is the most important fact in determining your decision to attend a community college other than Suffolk? The number one reason was that the academic major they wanted was not available. The top three majors respondents wanted were fashion merchandising/fashion, mortuary science, and radiological x-ray technology. The number two reason was the academic reputation of the other community college. The number three reason was the courses they wanted were not available at a convenient time. The fourth reason was the other community college is more convenient to where they worked. The out-of-County community college most commonly attended was Nassau Community College, followed by Fashion Institute of Technology and Queensborough Community College. We also wanted to find out if they ever applied or attended Suffolk County Community College. There were 31.7% that answered yes. Of those, 56% attended. We asked what their experience was like when they were here. We found, that once they get to know us, they like us. We looked at the overall student life experience, including athletic programs, facilities, labs, recreational activities; overall ratings were good to excellent. We also asked where they lived. Most were from the western Suffolk towns: Babylon, 34%; Huntington, 24%; Islip, 17%. Responses from residents of Eastern Suffolk towns were lower. We asked what we could have done to influence their enrollment at Suffolk County Community College. The number one answer was to provide the major they wanted. The number two answer was “nothing”.

Trustee Mattace asked if they found respondents weren’t eligible because they didn’t fall within the criteria of a Suffolk resident.

Dr. Adams stated that he did not see that.

Trustee Sanders asked about the students who did not respond.

Dr. Adams stated that we kept track of that. We went back to the Comptroller and found out that in seventy-four cases we were given the wrong address. We sent those out in the second mailing. Of those, only seven were returned to us as undeliverable.

Trustee Fenchel states that if we are getting undeliverables, there is a possibility that people are filing false instruments.

Dr. Adams states that when it was brought to our attention, we did everything we could. The information was from the fall of 2011. The Comptroller did double-check that those were the addresses that they had on record.

Trustee Fenchel asks if the undeliverables were returned to Comptroller Sawicki.

Dr. Adams states he will forward them.

President McKay stated that we verified with the Comptroller’s office the corrected addresses. What happens after that on their end, we don’t know.

Trustee Fenchel states his concern is that even with the first mailing we don’t know what the population is. Whether they are in fact, Suffolk County residents.

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Chairwoman Irizarry thanks Dr. Adams and moves on to the Chairwoman’s Report. On behalf of the Board of Trustees she thanks the Legislature for approving the College’s operating budget request noting that the vote did not include an increase in the County contribution. She also thanks the Legislature for unanimously approving all capital projects that the County Executive had removed or delayed in the 2013- 15 capital budget. She congratulates Dr. McKay, staff and entire college community for their work in accomplishing these outcomes.

Chairwoman Irizarry requests a motion to create an ad hoc nominating committee consisting of Theresa Sanders to accept the trustees’ nominations for the positions of Chair, Vice Chair and Secretary of the Board of Trustees. Trustee Morgo so moved, Trustee Pontieri seconded, the motion was approved unanimously.

Chairwoman Irizarry states that the presidential evaluation process has begun and that forms will be sent to General Counsel Petrizzo.

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Chairwoman Irizarry moves on to President McKay’s remarks.

President McKay introduced Dr. Phil Christensen and Dr. Donna Ciampa who are the co-chairs of the Periodic Review Report Committee. Dr. Christensen explains that this is a process that occurs five years after the decennial visit. The periodic review is an extensive report that is required and presented to our accreditation body, the Middle States Commission on Higher Education. President McKay appointed a team of faculty, staff and administrators from across the three campuses. The report consists of executive summary, response to decennial recommendations, overview of the challenges we face over the next five years, finances and enrollment trends, budgets (both operating and capital) as they are linked to planning. Middle States provides three reviewers for a periodic review report. In our case, two of those reviewers are vice presidents from community colleges in Maryland, Dr. Sandra Dunnington from Prince Georges; and Dr. Margaret French Bartow from Frederick Community College. The third person is a financial review person, Ms. Lynn Coleman, Vice President for Administration and Finance at Howard Community College. The external reviewers will provide us with their report by August 1st. As an institution, we have an opportunity to write responses until September 1st. In October, Middle States will discuss all college reports and, in November, we will receive the recommendations from Middle States. In most cases, accreditation is affirmed.

President McKay expresses his thanks to Dr.’s Christensen and Ciampa for their hard work.

Chairwoman Irizarry asks if this report is posted on the website.

President McKay states that it is on the website.

President McKay asks Executive Dean Walters to comment on his August presentation. Dean Walters states that he will have a report available for the next meeting regarding the ongoing renovation efforts taking place on at the Eastern Campus known as the One Stop Shop Operation.

Chairwoman Irizarry moved onto the roundtable session. She wanted to acknowledge that this would be Trustee Mattace’s last Board Meeting as a Trustee, and thanked him for his many years of service and collaboration with the College. Trustee Mattace received a round of applause.

Trustee Mattace thanked Foundation Chairman Walther for taking the Foundation to the next level. He stated he was honored to serve on the Board of Trustees. He hopes to be able to continue to serve the College and its students as a Director of the Foundation.

Chairwoman Irizarry called for a motion to proceed with the DREAM Act resolution 2012.65, Trustee Sanders so moved, Trustee Mangual seconded, the motion was approved unanimously.

Trustee Morgo stated he wanted to clarify Trustee Fenchel’s comments earlier about the importance of the hard sciences and workforce development. He thinks Trustee Fenchel was talking about using surplus for the increase and not taking anything away from existing programs.

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The meeting of the Board of Trustees was adjourned at 12:23 p.m. The next Board of Trustees meeting is August 16, 2012 at 7:00 p.m. in the Lecture Hall MD-105, Health, Sports and Exhibition Center, Michael J. Grant Campus, Brentwood, New York.

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Respectfully submitted,

Bryan Lilly

 Secretary