

BOARD OF TRUSTEES MEETING
SUFFOLK COUNTY COMMUNITY COLLEGE
ROOM 114, CAPTREE COMMONS, GRANT CAMPUS
BRENTWOOD, NEW YORK

THURSDAY, DECEMBER 6, 2012
9:00 A.M.

Suffolk county community college promotes intellectual discover, physical development, social and ethical awareness, and economic opportunities for all through education that transforms lives, builds communities, and improves society.



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2 The meeting was called to order by the chair,

3 Ms. Irizarry at 9:02 a.m. and the following

4 board members were present:

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6 Ms. Dafny J. Irizarry, Chairperson

7 Mr. Walter C. Hazlitt, Vice Chairperson

8 Mr. Bryan Lilly, Secretary

9 Mr. Saul R. Fenchel, Trustee

10 Mr. James Morgo, Trustee

11 Mr. Paul V. Pontieri, Jr., Trustee

12 Ms. Theresa Sanders, Trustee

13 Mr. Anthony F. Mangual, Student Trustee

14

15 ALSO PRESENT:

16 Dr. Shaun L. McKay, President

17 Dr. Christopher Adams, Executive Assistant to

18 the President

19 Ms. Sandra O'Hara, Assistant to the President

20 Dr. Carla Mazzarelli

21 Mr. Louis J. Petrizzo, Esq.

22 Karen LaMendola, Court Reporter

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1 SCCC Board Meeting - 12/6/12

2 MS. DAFNY J. IRIZARRY: Good
3 morning. Please rise as
4 Trustee Hazlitt leads us in the
5 Pledge Of Allegiance.

6 MR. WALTER C. HAZLITT: I
7 pledge allegiance...

8 ALL PRESENT: I pledge
9 allegiance to the flag of the United
10 States of America and to the Republic
11 for which it stands, one nation under
12 God, indivisible, with liberty and
13 justice for all.

14 MS. DAFNY J. IRIZARRY: Good
15 Morning, again.

16 At this time, I'd like to
17 request a motion to adjourn the Board
18 of Trustees meeting and request a
19 motion to go into Executive Session
20 to discuss personnel and litigation
21 matters.

22 MR. WALTER C. HAZLITT: So
23 moved.

24 MR. SAUL R. FENCHEL: Second.

25 MS. DAFNY J. IRIZARRY: All in



1 SCCC Board Meeting - 12/6/12

2 favor?

3 THE MEMBERS: Aye.

4 MS. DAFNY J. IRIZARRY:

5 Opposed?

6 (No verbal response.)

7 MS. DAFNY J. IRIZARRY:

8 Abstention?

9 (No verbal response.)

10 MS. DAFNY J. IRIZARRY: Motion

11 carries.

12 See you in a little bit.

13 (Whereupon, the Executive
14 Session took place from 9:04 a.m. to
15 10:35 a.m.)

16 MS. DAFNY J. IRIZARRY: Good
17 morning again. Welcome back.

18 At this time, I'd like to
19 request a motion to call the Board of
20 Directors meeting to order.

21 MS. THERESA SANDERS: So moved.

22 MR. WALTER C. HAZLITT: Second.

23 MS. DAFNY J. IRIZARRY: All in
24 favor?

25 THE MEMBERS: Aye.



1 SCCC Board Meeting - 12/6/12

2 MS. DAFNY J. IRIZARRY:

3 Opposed?

4 (No verbal response.)

5 MS. DAFNY J. IRIZARRY:

6 Abstention?

7 (No verbal response.)

8 MS. DAFNY J. IRIZARRY: Motion

9 carries.

10 Request a motion for the
11 approval of the minutes for the
12 October 18, 2012 Board of Directors
13 meeting.

14 MR. PAUL V. PONTIERI, Jr.

15 Motion.

16 MR. ANTHONY F. MANGUAL:

17 Second.

18 MS. DAFNY J. IRIZARRY: All in

19 favor?

20 THE MEMBERS: Aye.

21 MS. DAFNY J. IRIZARRY:

22 Opposed?

23 (No verbal response.)

24 MS. DAFNY J. IRIZARRY:

25 Abstention?



1 SCCC Board Meeting - 12/6/12

2 (No verbal response.)

3 MS. DAFNY J. IRIZARRY: Motion
4 carries.

5 At this time I'd like to
6 request for a motion for the approval
7 of Association Resolution No.
8 2012.A11 and 2012.A12.

9 MR. WALTER C. HAZLITT: So
10 moved.

11 MR. SAUL R. FENCHEL: Second.

12 MS. DAFNY J. IRIZARRY: Any
13 discussions?

14 (No verbal response.)

15 MS. DAFNY J. IRIZARRY: All in
16 favor?

17 THE MEMBERS: Aye.

18 MS. DAFNY J. IRIZARRY:
19 Opposed?

20 (No verbal response.)

21 MS. DAFNY J. IRIZARRY:
22 Abstention?

23 (No verbal response.)

24 MS. DAFNY J. IRIZARRY: Motion
25 carries.



1 SCCC Board Meeting - 12/6/12

2 I'd like to introduce by
3 President Mazzarelli to present the
4 Association Financial Reports.

5 DR. CARLA MAZZARELLI: Good
6 morning Chairwoman Irizarry, Board of
7 Trustees, and Board of Directors.

8 In a moment, you will see the
9 financial report for the Suffolk
10 County Community College Association
11 for the period October 1 through
12 October 31.

13 This is an unreconciled report.
14 You received that information in your
15 packet. It is unreconciled because,
16 as you know, our director left on
17 November 2, and bank statements come
18 in a little bit later than that, so
19 we are in a transitional period and
20 expect to have the director in place
21 soon, and we will present financial
22 reports for October, November, and
23 December at our January meeting.

24 Again, it's an unreconciled
25 report. You have all of our cost



1 SCCC Board Meeting - 12/6/12
2 centers, and you can see the current
3 revenue as of October 31. The
4 expenditures as of October 31 as
5 well, and the net profit and loss.

6 I'll call your attention to the
7 Grant Suffolk Kids Cottage which is
8 showing a deficit at this point. We
9 have funds that have been allocated
10 from the State. They just simply
11 have not come into the bank account
12 yet. We expect them any day, so that
13 transfer will be made, and they'll be
14 back in the black.

15 The Culinary Catering/Culinary
16 Arts also is in a small deficit
17 position. That's because of the fact
18 that we're very early in the
19 semester, so they do a lot of
20 purchases as opposed to having the
21 receipts come in. They also have
22 billing 30 days out, 60 days out, so
23 we expect that the revenue will catch
24 up.

25 Are any questions?



1 SCCC Board Meeting - 12/6/12

2 MS. DAFNY J. IRIZARRY: Is
3 there a date for when you expect the
4 new Business Director?

5 DR. CARLA MAZZARELLI: We're
6 currently doing background checks on
7 our candidates and expect to be
8 making an offer soon, so we'll
9 provide that information.

10 MR. ANTHONY F. MANGUAL: I'm
11 guessing that individual is the only
12 one that has authorization to
13 reconcile the transaction; it that
14 why it's unreconciled?

15 DR. CARLA MAZZARELLI: Yes, the
16 office staff right now is just
17 carrying on the general work of the
18 office, but the bank reconciliations
19 will be done by the director.

20 Okay. Thank you.

21 MS. DAFNY J. IRIZARRY: Thank
22 you Vice President Mazzarelli.

23 At this time, I'd like to
24 request a motion to adjourn the Board
25 of Directors meeting and call for the



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SCCC Board Meeting - 12/6/12

Board of Trustee meeting to order.

MR. SAUL R. FENCHEL: So moved.

MR. ANTHONY F. MANGUAL:

Second.

MS. DAFNY J. IRIZARRY: All in favor?

THE MEMBERS: Aye.

MS. DAFNY J. IRIZARRY:
Opposed?

(No verbal response.)

MS. DAFNY J. IRIZARRY:
Abstention?

(No verbal response.)

MS. DAFNY J. IRIZARRY: Motion carries.

Request a motion for the approval of the October 18, 2012 Board of Trustee meeting.

MR. PAUL V. PONTIERI: Motion.

MS. THERESA SANDERS: Second.

MS. DAFNY J. IRIZARRY: Any discussion?

(No verbal response.)

MS. DAFNY J. IRIZARRY: All in



1 SCCC Board Meeting - 12/6/12

2 favor?

3 THE MEMBERS: Aye.

4 MS. DAFNY J. IRIZARRY:

5 Opposed?

6 (No verbal response.)

7 MS. DAFNY J. IRIZARRY:

8 Abstention?

9 (No verbal response.)

10 MS. DAFNY J. IRIZARRY: Motion

11 carries.

12 Request a motion for the
13 approval of College Resolution Nos.

14 2012.87 through 2012.91.

15 MR. ANTHONY F. MANGUAL: So

16 moved.

17 MS. THERESA SANDERS: Second.

18 MS. DAFNY J. IRIZARRY: Any

19 discussion?

20 (No verbal response.)

21 MS. DAFNY J. IRIZARRY: All in

22 favor?

23 THE MEMBERS: Aye.

24 MS. DAFNY J. IRIZARRY:

25 Opposed?



1 SCCC Board Meeting - 12/6/12

2 (No verbal response.)

3 MS. DAFNY J. IRIZARRY:

4 Abstention?

5 (No verbal response.)

6 MS. DAFNY J. IRIZARRY: Motion
7 carries.

8 At this point I'd like to
9 introduce Associate Dean John to
10 present the College Financial
11 Reports.

12 MR. JOHN BULLARD: Good
13 morning, everyone. For the current
14 fiscal 2012/2013, the College is
15 projecting a favorable forecast to
16 its finances. The revenues are
17 expected to exceed expenditures by,
18 approximately, \$350,000.

19 Although student tuition and
20 key revenue is down below budget, the
21 College has been closely monitoring
22 the expenditures and has been able to
23 hold down personnel cost, as well as
24 equipment, supplies, and contractual
25 costs below budget.



1 SCCC Board Meeting - 12/6/12

2 On some other financial news,
3 the auditors have begun their audit
4 for the College's 2011/2012 fiscal
5 year.

6 Fieldwork has started this past
7 Monday, and is expected to continue
8 throughout the end of the month.

9 Moving forward, we've already
10 begun the budget for 2013/2014. It's
11 early on in the process, but we ask
12 that everyone put forth a zero-growth
13 budget.

14 We will begin our budget
15 hearings in January for the 2013/2014
16 period.

17 Any questions?

18 MS. DAFNY J. IRIZARRY: What is
19 a zero-growth budget?

20 MR. JOHN BULLARD: No increase
21 over the existing budget for all
22 categories of expenditures.

23 MS. DAFNY J. IRIZARRY: So
24 would that mean the same 2.5 -- help
25 me understand that.



1 SCCC Board Meeting - 12/6/12

2 DR. SHAUN L. MCKAY: At the
3 point in time where we looked at
4 where we were financially going into
5 the current year, we had to mitigate
6 what we thought was a gap. And in
7 order to be -- in one way, we had to
8 have our contract in a category -- we
9 had zero coming in moving forward.
10 So two percent based upon the
11 contract for every unit going
12 forward. Looking at the budget gap,
13 what we did is 2.5 percent at the
14 time, so we would not raise tuition
15 to the students, and we would keep
16 the cost the same. So that was a
17 one shot, one time arrangement.

18 What we are doing now going
19 forward is that we're not going to
20 carry that 2.5 percent forward;
21 however, we're going to look at ways
22 in which we can pick up that 2.5
23 percent. I believe every one percent
24 amounts to -- John, in the budget
25 itself?



1 SCCC Board Meeting - 12/6/12

2 MR. JOHN BULLARD: Yes, it
3 would be about one million.

4 DR. SHAUN L. MCKAY: So what
5 we're trying to do now in our
6 planning going forward is to find
7 ways to make up the 2.5 and not
8 impact the operations by 2.5 percent.
9 That's our goal in going forward.

10 We have a budget gap right now
11 of between five to six million that
12 we're going to try to mitigate.

13 And the campuses did this year
14 in the first round, which was last
15 year at this time of year, going
16 forward, we're not going to impose
17 that on the campuses because we felt
18 that the alternative savings that we
19 had, we were able to mitigate that,
20 and then we also take into
21 consideration now going forward that
22 you have to add some positions back
23 to the campuses.

24 All of that has been worked
25 out, and the 2.5 percent will not be



1 SCCC Board Meeting - 12/6/12
2 imposed on the campuses going
3 forward.

4 MS. DAFNY J. IRIZARRY: Good.
5 Thank you.

6 We're going to go now into the
7 Committee Reports. Academic Affairs
8 and Student Services. Trustee
9 Sanders.

10 MS. SANDERS: Our last meeting
11 was October 18, and some of the
12 agenda items that we continued to
13 discuss were regarding a tobacco
14 policy; the Institutional Code Six
15 and the Scholarship Task Force
16 update. We also had a couple of
17 updates by the VPs in attendance
18 regarding a few activities that were
19 taking place campus-wide.

20 The Trustee Retreat, which I,
21 unfortunately, could not be at, I
22 understand that we have two pressing
23 items as it pertains to Middle States
24 that we will be looking at in today's
25 meeting.



1 SCCC Board Meeting - 12/6/12

2 MS. DAFNY J. IRIZARRY: Here?

3 MS. THERESA SANDERS: Yes,
4 here.

5 MS. DAFNY J. IRIZARRY:
6 Facility and Technology Committee.
7 Trustee Lilly.

8 MR. BRYAN LILLY: On November
9 26, Jim and myself met with BB Gatta
10 to update on some of the projects
11 that have been going on.

12 First, I'd like to talk about
13 the Eastern Campus. The Health and
14 Wellness Center is proceeding. I
15 think that there was a resolution in
16 today's agenda about having Counsel
17 talk to, I guess, the Pine Barrens
18 Commission. There's a little issue
19 on the growth area there --

20 MR. LOUIS J. PETRIZZO, ESQ.:
21 In the core.

22 MR. BRYAN LILLY: -- in the
23 core; okay. In the core, but
24 hopefully, we'll be able to work
25 around that.



1 SCCC Board Meeting - 12/6/12

2 You know, this building will
3 increase the present on the East End,
4 but while also giving great benefit
5 to residents out there for facilities
6 that they don't have. And I think,
7 as you see, there's more growth, I
8 think, on the Eastern End as we go
9 forward, and having a presence with
10 these new buildings that we have on
11 the East End, will make the College
12 grow, and hopefully, the enrollment
13 will increase out there also.

14 The Ammerman Campus,
15 maintenance issues are being handled.
16 And that's one of the things that
17 impresses me because some of the
18 buildings -- as you go around, some
19 of the older buildings have been in
20 dire need, and I think the staff that
21 handles it should be commended
22 because, you know, until recently, we
23 actually had money coming from the
24 County and our sponsors. They worked
25 with what they had, and they did a



1 SCCC Board Meeting - 12/6/12
2 great job. But now with the
3 financing in place, they're doing the
4 maintenance when, as someone said,
5 it's not, you know, the glamor stuff;
6 it's the bones of the building that
7 cause, you know, that need the most
8 work sometimes and get the least
9 amount of love. And you know, like I
10 said, every time I have a meeting
11 with the facilities, it impress me
12 with the amount of knowledge that the
13 personnel have.

14 Thank you.

15 MS. DAFNY J. IRIZARRY: Thank
16 you.

17 MR. JAMES MORGO: It was my
18 first meeting, and I would echo that.
19 The growth that's going on is just
20 incredible.

21 MS. DAFNY J. IRIZARRY: Thank
22 you.

23 Advocacy Committee.

24 MR. WALTER C. HAZLITT:
25 Probably one of the most important



1 SCCC Board Meeting - 12/6/12
2 responsibilities or aspects of the
3 Committee is to maintain a
4 relationship particularly with the
5 County Legislature, and on no less
6 than two or three occasions that I
7 have had conversations with the
8 Chairperson of that Committee along
9 with the boss here --

10 MS. DAFNY J. IRIZARRY: Thank
11 you.

12 (Laughter.)

13 MR. WALTER C. HAZLITT: -- she
14 indicated that she was very, very
15 interested in meeting with the
16 Trustees and the Advocacy Committee
17 along with her individually and in
18 concert with the entire committee.
19 She indicated to them that probably
20 the time element involved would not
21 be until after the first of January
22 2013, but certainly we will pursue
23 that very diligently because believe
24 it or not, the activity that has kept
25 this organization afloat been the



1 SCCC Board Meeting - 12/6/12
2 County Legislature. I mean, they
3 have been particularly responsive to
4 the needs and financial aspect of the
5 College.

6 And on a personal nature, I'd
7 like to certainly thank the union for
8 their party on Friday night and
9 acknowledging my birthday. In one of
10 the comments where they said, well,
11 he's 87 years old. I don't have to
12 worry about him. He ain't going to
13 be around much longer. But in
14 addition to that, the President took
15 time out of his busy schedule on
16 Sunday to call me at home, and my
17 family was suitably impressed. I
18 have a long-distance call from the
19 President of the College, and I
20 thought, gee, that was wonderful.
21 That was great; until I found out he
22 called collect.

23 (Laughter.)

24

25 DR. SHAUN L. MCKAY: And,



1 SCCC Board Meeting - 12/6/12

2 Walter, by the way, there's no
3 mileage involved.

4 (Laughter.)

5 MR. WALTER C. HAZLITT: Thank
6 you.

7 MS. DAFNY J. IRIZARRY: Your
8 very welcome. By the way, happy
9 birthday.

10 MR. WALTER C. HAZLITT:
11 Incidentally, you're at the limit of
12 the \$75 that we can accept as the
13 gratuitous attendance to your dinner,
14 so if you make it \$74.50, it gives us
15 a little latitude.

16 MS. DAFNY J. IRIZARRY:
17 Personnel Committee.

18 MR. PAUL V. PONTIERI, JR.:
19 Issues that were discussed in
20 Executive Session will not be
21 discussed.

22 MS. DAFNY J. IRIZARRY: Thank
23 you.

24 Budget Committee.

25 MR. SAUL R. FENCHEL: Ms.



1 SCCC Board Meeting - 12/6/12
2 Chairwoman, I have no report;
3 however, I must advise the Board that
4 because of personal time constraints,
5 I don't feel that I can fulfill my
6 responsibility as Chairman of the
7 Budget Committee, and therefore must
8 stop down as Chairman of Budget
9 Committee; though, I would ask
10 assignment to this Committee or
11 another committee so that I can
12 continue to make contributions toward
13 the Institution. I don't know who my
14 successor would be, but I would like
15 to nominate Trustee Morgo, who I know
16 is very anxious to take over the
17 position, and it's been an honor and
18 a privilege serving in that position
19 because it exhibits a great deal of
20 trust, and I appreciate it, but
21 unfortunately right now, personal
22 time restraints will not permit me to
23 totally fulfill that responsibility.

24 MS. DAFNY J. IRIZARRY: We
25 understand, and we appreciate the



1 SCCC Board Meeting - 12/6/12
2 time that you devoted to the
3 committee and to the issues that we
4 discussed.

5 No pressure, Trustee Morgo.

6 MR. JAMES MORGO: Chairwoman,
7 do you think this would be an
8 appropriate time to raise the
9 questions about the budget and
10 finance that I raised at the retreat
11 because I have corresponded with
12 Counsels Petrizzo and O'Connor that,
13 just very briefly, there were certain
14 requirements that in prior years I
15 had to follow, but you had to have a
16 separate Audit Committee and separate
17 Finance Committee, which I assume
18 would take the place of Budget. Both
19 Counsels communicated to me that
20 those only apply to publically traded
21 companies, which we, of course, are
22 not.

23 I was on another Board, the
24 Long Island Housing Partnership, an
25 we, although not-for-profit, we



1 SCCC Board Meeting - 12/6/12
2 observed those probably because of
3 the spirit of the law more than
4 anything else, and when I was
5 Chairman of the Suffolk County
6 Industrial Development Agency, we did
7 the same, but there are different
8 governing laws covering that.

9 Am I correct, Lou, that we
10 dont' have to set up separate Audit
11 and Finance Committees?

12 MR. LOUIS J. PETRIZZO, ESQ.:
13 We're not required to; correct.

14 MR. JAMES MORGO: I still think
15 it might be a good idea, so I would
16 agree to be chair of one of the those
17 committees, but for the time being, I
18 would take both, but I think -- would
19 we have to change our bylaws to do
20 that?

21 MR. LOUIS J. PETRIZZO, ESQ.:
22 Yes.

23 MR. MORGO: Okay, I think we
24 should be looking at changing our
25 bylaws.



1 SCCC Board Meeting - 12/6/12

2 We also talked about, at the
3 retreat, that we actually changed the
4 name of Theresa's committee as well;
5 if you recall.

6 MS. DAFNY J. IRIZARRY: Yes.

7 MR. MORGO: Maybe we should be
8 looking at all of those things.

9 MS. DAFNY J. IRIZARRY: Yes.
10 Did I hear that you have accepted to
11 be the chair?

12 MR. JAMES MORGO: Yes, with
13 great enthusiasm.

14 MS. DAFNY J. IRIZARRY: Okay,
15 so for the record -- -

16 MR. WALTER C. HAZLITT: Could
17 it be possible that the Audit
18 Committee could be the committee of
19 the whole?

20 MS. DAFNY J. IRIZARRY: No. We
21 had that in the past, and -- because
22 when you have six or more, that is
23 not permissible. I know that in the
24 past, that was the setup, but we had
25 to revise that.



1 SCCC Board Meeting - 12/6/12

2 Going back to your concerns, we
3 will discuss it, we will explore the
4 possibility, and we'll follow up on
5 that.

6 MR. JAMES MORGO: I can tell
7 you that sometimes it's onerous to
8 have these different committees, and
9 you say why are we doing this; it's
10 just more paperwork, but there are
11 other times, particular when you're
12 dealing with finance, that having one
13 committee almost as looking at the
14 other committee, it was effective.

15 MS. DAFNY J. IRIZARRY: Thank
16 you for your thoughts and
17 recommendations.

18 All right. At this point, I'd
19 like to continue with the
20 Chairwoman's report.

21 As you have heard already, we
22 did have a retreat on November 29.
23 It was an important, meaningful, and
24 helpful retreat.

25 Based on the discussions that



1 SCCC Board Meeting - 12/6/12
2 we had at the retreat, there was some
3 clear priory areas identified by the
4 Board, and they are the following:
5 Addressing the concerns from Middle
6 States Commission on Higher Education
7 Report, Standards 7 and 14.
8 Reviewing the strategic plan and
9 budget process to ensure that there
10 is adequate attention to student
11 success and completion. Charging the
12 Student Affairs Committee to
13 integrate and review the College's
14 response to the Middle States
15 Commission on Higher Education Report
16 as one of its priorities. Charging
17 the Budget/Finance Committee to
18 addressing investments that needs to
19 be made to ensure that the College is
20 making the appropriate investment in
21 activities, programs, and services
22 that lead to student success and
23 completion. Another area was the
24 threatening operations and procedures
25 of the Board by doing the following:



1 SCCC Board Meeting - 12/6/12
2 Examining the Board's committee
3 structure, ensuring that the Board
4 has the proper, independent legal
5 representation, considering the use
6 of the audit as a tool that assists
7 the Board with appropriate financial
8 oversight, and defining a series of
9 communications strategies and
10 clarifying expectations.

11 As a follow up to the items
12 discussed, the Board will have
13 quarterly retreats to address and
14 follow up on the priorities and
15 action items stemming from this
16 retreat of November 29, and new
17 Trustees are encouraged and advised
18 to seek training for ACCT. We have
19 one coming up from February 11 to
20 February 13 in Washington. It the
21 National Legislative Summit. ACCT
22 will prepare -- those of you who are
23 not familiar with ACCT, it's the
24 American Community College Trustee --
25 will prepare for those to continue



1 SCCC Board Meeting - 12/6/12
2 facilitating Board retreats to review
3 the bylaws and Board policy and
4 procedure, and to be available to
5 provide ongoing technical assistance.

6 And that's basically a summary
7 of what happens at our retreat.

8 On another note, just like
9 Walter, I want to thank the faculty
10 and the Guild for the invitation made
11 to your holiday party. The
12 Vice chair and myself had a great
13 time, danced all night, and thank you
14 very much. And I was happily advised
15 today that, although I had to depart
16 early, my son has another present
17 under the Christmas tree, so thank
18 you very much, and on that note --

19 MR. WALTER C. HAZLITT: I'd
20 like to comment on your report about
21 the dancing all night long.

22 She wanted to lead.

23 MR. PAUL V. PONTIERI, JR.:

24 She's Chairman.

25 MS. DAFNY J. IRIZARRY: Yes,



1 SCCC Board Meeting - 12/6/12

2 that's right.

3 On behalf of the Board,
4 Mr. President, we want to thank you,
5 and we want to wish you a happy
6 holiday season; the administrators,
7 the faculty, the staff, and of
8 course, the best students in the
9 State. Have a wonderful holiday
10 season, safe, and enjoy.

11 Thank you. That completes my
12 report.

13 DR. SHAUN L. MCKAY: Madam
14 chair and certainly Members of the
15 Board of Trustees, on behalf of the
16 faculty, staff, and students, we want
17 to thank you for your service this
18 year, and looking forward a bright and
19 prosperous 2013.

20 We've made great strides this
21 year, and certainly looking forward
22 to working with my colleagues to lead
23 this institution forward next year.
24 We're not only large, but we're the
25 best in the State. Certainly to the



1 SCCC Board Meeting - 12/6/12
2 Guild and to the faculty and the
3 A.M.E. Unit and the faculty that have
4 worked with us this year, for all
5 that you have done, we want to thank
6 you for your commitment to this
7 institution and serving in your
8 respective roles.

9 At this time, I'd like to ask
10 Drs. Pugh and Shults to step forward
11 to speak a bit on Middle States.

12 We received a letter from the
13 Middle State Association, and in
14 response to that, I convened the
15 cabinet, and we agreed upon an
16 approach that would enable us to
17 address what was set forth in that
18 document.

19 What you will see here is
20 exactly what occurred in that meeting
21 and our plan of action moving
22 forward.

23 We will be reporting to the
24 Board every Board meeting going
25 forward in regards to action that was



1 SCCC Board Meeting - 12/6/12
2 taken, where we are, and the progress
3 that we are making towards
4 fulfillment of the expectations that
5 were outlined in that document.

6 I'll say that right now, we're
7 work to get the teams together. We
8 are going to have College
9 representation as we put together our
10 presentation for Middle States, so at
11 this point I will turn it over to
12 Dr. Shults and Dr. Pugh.

13 DR. NATHANIEL PUGH, JR.:
14 Chairwoman Irizarry, Members of the
15 Board of Trustees, colleagues, and
16 friends of the collect, Dr. Shults
17 and I will present kind of like a
18 thumb sketch of the report which we
19 call the plan development of
20 College's response to Middle States
21 Commission on higher education.

22 The objective here is to give
23 you an idea of what we're trying to
24 accomplish, and we think it will
25 resolve the issues that have been



1 SCCC Board Meeting - 12/6/12

2 raised by Middle States.

3 We submitted the Periodic
4 Review Report to Middle States on
5 June 1, 2012 of this year. They
6 accepted that report, but they found
7 some concerns that they had, and
8 these are the decisions that they
9 rendered based on the PRR, and this
10 is where we are with regard to that
11 decision. We were placed on warning
12 because there were some things we
13 needed to pay attention to and also
14 to achieve.

15 Now, let me share with you that
16 warning means simply that we are
17 doing not everything that we could
18 have done to get the blessings of the
19 Commission. And I think that what
20 they have done is, while they have
21 placed us on warning, we still are
22 accredited, but they have the faith
23 that we will not only respond to the
24 warning in terms of the four
25 standards, but they will give us time



1 SCCC Board Meeting - 12/6/12
2 to do so, and they believe that we
3 can accomplish that, but we still are
4 accredited.

5 These are some of the
6 institutions in that first group that
7 are currently on warning, and these
8 are some of the ones that were placed
9 on warning in the recent past. So as
10 you can see if we put Suffolk in this
11 group, it's about 30 percent of the
12 community colleges of the SUNY groups
13 that are or have been on warning.

14 This Fall, Dr. Shults and I and
15 several members of the office staff
16 responded to the regional meetings
17 that SUNY put on regarding this
18 particular standard, which is 7 and
19 14. They has three regional meetings
20 throughout the State, and we went to
21 the one at the Global Center in
22 Manhattan. It was last week when we
23 attended that meeting, and it was
24 well done.

25 But let me also say to you that



1 SCCC Board Meeting - 12/6/12
2 we were aware that we were probably
3 going to get cited for Middle States
4 on standard 7 and 14, so the peer
5 study recommendation decided that we
6 needed an Office Of Planning And
7 Institutional Effectiveness headed by
8 a Vice President, and also put on
9 additional planning and assessment
10 staff, and thanks to Dr. McKay, he
11 saw to it that the budget was
12 available for that.

13 On January 16, 2013,
14 Dr. Klinman, the Vice President at
15 Middle States will visit our campus
16 to work with us and make sure we're
17 headed in the right direction based
18 on our approach to respond to
19 standards 2, 3, 7, and 14.

20 MR. JAMES MONGO: What date is
21 she coming?

22 DR. NATHANIEL PUGH, JR.:
23 January 16, 2013, sir.

24 In addition, while she's here,
25 we will have a simulcast for all



1 SCCC Board Meeting - 12/6/12
2 three of the campuses that they can
3 engage in the procedures as well as
4 raise questions with Dr. Klinman as
5 she puts forth her ideas in terms of
6 how we are moving forward.

7 Now, these standards really
8 have a lot of similarities.
9 Standards 2 and 3 are really dealing
10 with resources as well as the
11 planning, and also, our new VP for
12 Business and Financial Affairs will
13 be involved with these standards
14 along with my colleague John.

15 These are the two standards I
16 have a great interest in because I
17 love assessment and planning, and
18 Dr. Shults and I have been working
19 very hard on this along with
20 Dr. Mazzarelli, and so we are kind of
21 like, not giddy necessarily, but we
22 would like for you to know that while
23 these standards are there and we have
24 not responded as an institution as
25 well as we have done so, let me say



1 SCCC Board Meeting - 12/6/12
2 this: This is an opportunity for our
3 institution to shine. We will show
4 them that while we didn't respond as
5 well as we could have in the PRR, is
6 that now that they have pointed out
7 these are the things that we must
8 respond to, we're going to do a great
9 job that we all can be proud of.

10 Now, this is where it gets to
11 be the implementation side of the it.

12 Last November, this past
13 November 28, the President said,
14 let's get together, put a game plan
15 together that's very specific in
16 terms of what we need to do to
17 respond to this challenge. And what
18 we're going to do is that we have a
19 task group for each of the four
20 standards; standards 2, 3, 7, and 14.
21 In addition to that, each of the task
22 groups will address the standards
23 that were based on their
24 identification of the shortcomings.

25 And what Dr. Shults did, which



1 SCCC Board Meeting - 12/6/12

2 I thought was very critical, he
3 identified the key; meaning, what we
4 should do if we're going to come in
5 compliance with each of the
6 standards.

7 We evolved to identify
8 personnel for the groups, the chair,
9 and the task group will meet monthly
10 and make progress reports to what we
11 call the MRT that will report to
12 Dr. McKay.

13 At this time, I think that it's
14 Dr. Shults' turn to tell you about
15 the plan and the next steps.
16 Dr. Shults.

17 DR. CHRISTOPHER SHULTS: Thank
18 you, and thank you Board.

19 I'm going to give a few
20 specifics. I'm not going to go into
21 heavy detail because you're going to
22 have a copy of the Power Point.

23 I want to let you know what is
24 being put into place, what has been
25 put in place already so that we can



1 SCCC Board Meeting - 12/6/12
2 respond to Middle States. And let me
3 say that we have known for, again,
4 sometime that there were some areas
5 of difficulty, and the strategic
6 plan, for example, which I'll go back
7 to i just a minute, that was going to
8 be the foundation for us being
9 compliant with 7 and 14, and also
10 standards 2 and 3. That process
11 began over a year ago.

12 I'm going to talk about, very
13 quickly, five of the key processes.
14 There are actually more than that.
15 You, as the Board, will be getting
16 the report that has all of the
17 processes that we'll be trying to
18 complete for each of these task
19 groups so that we have the evidence
20 for Middle States.

21 The strategic plan, its task
22 will be finished in early spring
23 should you be able to approve it in
24 January. We're almost at the end
25 stages institutionally. The mission,



1 SCCC Board Meeting - 12/6/12
2 the vision, and the goals are all
3 reviewed by the campus, many
4 different individuals. The
5 institutional objectives have been
6 developed. More than 70 percent of
7 the individuals who were responsible
8 for helping to develop these
9 objectives were facility, so all
10 parts of the College have been
11 involved. We've had the direct
12 involvement of more than 500 people
13 in the strategic planning. Some are
14 between 300 and 350 from the focus
15 groups, the Strategic Planning
16 Council, the Assessment Advisory
17 Council, and a number of task groups
18 of individuals as well. There have
19 been multiple reviews by governance
20 bodies in the entire community.
21 We're going through our final
22 governance body review right now. In
23 fact, on Tuesday and Wednesday, we
24 were at two of the campuses, and
25 we'll be out at Grant in a couple of



1 SCCC Board Meeting - 12/6/12

2 weeks.

3 The approved documents, the
4 approved strategic plan is the
5 lynchpin for all of our planning and
6 assessment. Standard 7 and 14 are
7 all about planning and assessment,
8 and that was one of the things,
9 rightfully so, the Commission noted
10 that the strategic planning process
11 is central to this.

12 We're also going to be revising
13 the Comprehensive Assessment Plan for
14 Institutional Effectiveness. This is
15 a document that we've had for some
16 time. It was developed prior to
17 2007.

18 Clearly, the standards have
19 changed, and since this is going to
20 be the framing document for planning
21 and assessment, we're looking at
22 revising it to ensure that the
23 College has all of its systems in
24 order as far as the assessment
25 system, the planning systems, and the



1 SCCC Board Meeting - 12/6/12

2 budgeting as well.

3 We're going to make sure that
4 the cycles are aligned. One of the
5 area where colleges are falling short
6 is it appears as though they are
7 using their budgeting as operational
8 planning; you got X amount of dollars
9 last year, and you get X amount of
10 dollars this year. They're saying
11 planning needs to drive budgeting,
12 not budgeting drive planning, so that
13 would be highlighted in the CAPIE as
14 well, and it's going to be driven,
15 really, by the expectation of Middle
16 States, standard 7.

17 As we learned last week, all of
18 the standards, all 14 of them come
19 back to standard 7, and so if we use
20 this document based on those
21 expectations, it puts us, as a
22 college, in an better position to
23 respond to all standards.

24 The budget process is going to
25 be revised. We've got to make sure,



1 SCCC Board Meeting - 12/6/12
2 like I just mentioned, we have the
3 alignment of the cycles to ensure
4 that there's an explicit linkage
5 between planning and budgeting.

6 Progress towards the
7 achievement of the institutional
8 objective will also be included in
9 budgeting, and that's how we connect
10 strategic planning with operational
11 planning very explicitly.

12 And a portion of the
13 operational funds are going to,
14 moving forward, be allocated for
15 achievement of the institutional
16 goals. If we have even a small
17 amount of money set to the side that
18 is explicitly for that purpose, that
19 shows that we are, indeed, making
20 sure that our budgeting is based upon
21 the achievement of our institutional
22 goals.

23 Development of operational
24 planning, moving forward, you guys
25 will be hearing a lot about this in



1 SCCC Board Meeting - 12/6/12
2 the coming months. We're getting
3 ready to start it, but it's got to be
4 driven by the strategic plan, so
5 until the strategic plan is in place,
6 we don't have operational planning.
7 But what that is, is a very
8 systematic approach that we're going
9 to take for all units, and I do say
10 all units, central and at the
11 campuses, to engage in figuring out
12 how more effectively and efficiently
13 engage in their daily operation based
14 on the use of assessment results.
15 That will need to be connected to
16 budgeting, and if you remember in
17 October, I brought up the term
18 integrated planning; that's
19 integrated planning, and that's what
20 we're moving towards.

21 Workshops are being developed
22 now by Dr. Pugh, and a full
23 operational cycle in alignment with
24 the budget. We can begin that in
25 2013 as far as operational planning.



1 SCCC Board Meeting - 12/6/12

2 The Assessment Advisory
3 Council, which is an institutional
4 body which I chair, will be
5 responsible for quality control and
6 quality assurance with operational
7 planning.

8 And finally the last process I
9 want to talk about that we are
10 focusing on -- and please note that a
11 lot of these say completion or
12 starting in spring, 2013. The CAPIE
13 revisions already started,
14 discussions about the budget have
15 started, operational planning; those
16 discussions have been started, and
17 this year Dr. Mazzarelli in Academic
18 Affairs really created, with her
19 staff, a much more comprehensive
20 assessment process which relies on
21 annual assessment of students
22 learning outcome for all program
23 areas, not just general education.
24 We've also got a review right now of
25 institutional learning outcomes which



1 SCCC Board Meeting - 12/6/12
2 is our general education outcome, and
3 those will be assessed on a yearly
4 basis as they have been, but more
5 comprehensively moving forward.

6 There have been a number of
7 workshops, including a large one
8 where most of the academic chairs
9 attended early in September, so that
10 we can ensure that all of our
11 academic areas had a mission, their
12 goals, and student outcomes, student
13 learning outcomes as well. And
14 again, the AAC will be a review body.

15 Those processes which I've just
16 described are the most relevant and
17 most important processes for us to
18 get in place. And really, this was
19 driven by looking at the Middle
20 States report. They focused on
21 planning, assessment, and budgeting,
22 and the connection. All four of
23 those standard deal with the
24 connection between those three areas.

25 The Commission highlighted the



1 SCCC Board Meeting - 12/6/12
2 need for an interrogated system,
3 which I've talked about. And the
4 College was asked to focus on the
5 documenting evidence and showing
6 that, indeed, results drive decision
7 making, and that's where we're
8 moving.

9 Each process has definitive
10 timelines. As you saw, some have
11 started, some are going to be
12 continuous, some of these processes
13 are just getting going. They're all
14 going to be part of our institutional
15 response to Middle States.

16 Task group chairs through that
17 monitoring report task group, they
18 are going to be meeting very soon.
19 They've been chosen. Dr. Pugh is
20 one, Dr. Mazzarelli is another,
21 Dr. Vizzinni, I believe, our new CFO
22 is another chair. They will be
23 working with each other to make sure
24 there's no duplication of efforts and
25 to make sure that we're all operating



1 SCCC Board Meeting - 12/6/12

2 in the same manner.

3 The documentation of progress
4 from each of these task groups, is
5 going to be the narrative for the
6 monitoring report.

7 The monitoring report at the
8 end, is going to have a narrative
9 which says what we do, but the more
10 important thing will be the
11 appendices that show that we've done,
12 so that's going to be critical.

13 Finally, what's next; the Task
14 Group chairs are reaching out to
15 additional faculty and staff. I was
16 joking with Dr. Mazzarelli yesterday
17 about the fact that she's already
18 getting some faculty members on her
19 committee who have been heavily
20 involved with the assessment process.

21 The membership of the teams are
22 going to be finalized prior to
23 January 1, 2013, and the teams are
24 going to be holding their first
25 meetings before Dr. Klinman comes to



1 SCCC Board Meeting - 12/6/12
2 campus. It's important that we do
3 that so that we can show her the
4 track that we are planning on taking
5 and get her input as to whether or
6 not we're moving along the right
7 track.

8 Teams will be meeting
9 regularly; monthly at least to track
10 progress, and a planning document,
11 which you will have soon, it's
12 actually been developed, but there
13 are some changes that I'm looking to
14 make including the development of a
15 timeline which will be an overarching
16 timeline. We're going to start with
17 September 1 and work our way
18 backwards, and we're going to try and
19 align the meeting of the task groups
20 with the meeting of the Board of
21 Trustees and with the governance
22 committee so we can make sure that
23 they're getting the most updated
24 progress on a monthly basis.

25 An interesting thing about this



1 SCCC Board Meeting - 12/6/12
2 report because we need to have so
3 much evidence, we're actually not
4 going to start the writing right away
5 within each of the groups, but the
6 writing is going to evolve because we
7 want to have as much evidence as
8 possible before we actually finalize
9 the monitoring report. So that's why
10 we're actually pushing the writing
11 back a little.

12 Communication is obviously
13 going to be critical to this whole
14 process, and so we're going to have a
15 fifth task group which is chaired by
16 VP Araneo, and they're going to be
17 responsible for communicating
18 progress. They'll be communicating
19 to the internal and external
20 constituencies at the appropriate
21 meetings. They are not going to be
22 members of the other four groups, but
23 their membership will attend each of
24 the task group meetings, and --
25 pardon me, I think I skipped over



1 SCCC Board Meeting - 12/6/12
2 saying this -- the four task groups,
3 there's one for each of the
4 standards. So there is a task group
5 for standard 7, 14, 2, and 3.
6 VP Araneo's group will be in those
7 meetings and make sure they get
8 information firsthand. They'll be
9 ensuring that institutional and
10 governance bodies are aware of
11 progress and future steps.

12 Each group is going to have
13 their own writer, but we are actually
14 going to have an individual who edits
15 and puts together all of the
16 information as well. Dr. Howard will
17 be the editor who will be bringing
18 all this information together.

19 That's all I've got at this
20 point, so I'll give it back over to
21 Dr. McKay.

22 DR. SHAUN L. MCKAY: Madam
23 Chairwoman and Members of the Board,
24 at this point, you can see that we
25 have a very deliberate process here



1 SCCC Board Meeting - 12/6/12
2 that we've outlined. We will be
3 utilizing this format to keep you
4 updated on what we're doing.

5 These groups will be working
6 with the subcommittee of the Board as
7 well as Academic Affairs and Student
8 Affairs to brief that committee
9 continuously.

10 If any members of the Board
11 wished to participate with any of the
12 groups that we have assigned as 2, 3,
13 7, and 14, that is available.

14 We will be reporting back to
15 you frequently in regards to our
16 progress along the way, and we hope
17 that on January 16 that if any
18 members of the student activities
19 groups are available that we could
20 set aside a special session for
21 Dr. Klinman and that committee for
22 Dr. Klinman to answer any questions,
23 and if any of the members would want
24 to participate, and then we can work
25 backwards in regards to scheduling



1 SCCC Board Meeting - 12/6/12

2 meetings on the campuses.

3 I open the floor for any
4 questions.

5 MS. DAFNY J. IRIZARRY: So I
6 heard four task groups, and I heard
7 that Vizzinni will be chairing one of
8 them, and Dr. Pugh will be chairing
9 another one of the them, and Dr.
10 Mazzarelli will be chairing another
11 one. Who is the fourth person in
12 charge of this?

13 MR. CHRISTOPHER SHULTS:
14 Actually, VP Vizzinni will be
15 co-chairing with Dr. Pugh standards 2
16 and 3 since they both deal with
17 budget, but they deal with budget as
18 it connects to planning. That's why
19 Dr. Pugh is on there as well. And
20 then Dr. Pugh will be chairing
21 standard 7, and since 14 is student
22 learning, Dr. Mazzarelli will be
23 chairing that task group.

24 MS. DAFNY J. IRIZARRY: Who
25 will be giving the oversight?



1 SCCC Board Meeting - 12/6/12

2 MR. CHRISTOPHER SHULTS: The
3 Monitoring Review Task Group, which
4 is the leadership team that Dr. McKay
5 established. They'll be responsible
6 for overseeing the process of all the
7 task forces.

8 DR. SHAUN L. MCKAY: The
9 oversight, I chair the Monitoring
10 Review Task Group, and that includes
11 cabinet members and the co-chairs if
12 they're not cabinet members on that
13 team, and I will convene that group
14 monthly after that group has met with
15 its independent body and then also
16 met with the co-chairs, and then they
17 convene regularly with the task force
18 that I will chair, and that group
19 will come to the Board members.

20 MS. DAFNY J. IRIZARRY: So in
21 other words, you put the pieces
22 together?

23 DR. SHAUN L. MCKAY:
24 Absolutely.

25 MS. DAFNY J. IRIZARRY: Thank



1 SCCC Board Meeting - 12/6/12
2 you very much for the action plan.

3 MR. JAMES MORGO: I have a
4 question Ms. Chairwoman.

5 MS. DAFNY J. IRIZARRY: Yes, go
6 ahead.

7 MR. JAMES MORGO: We, the board
8 learned about the warning on 7 and 14
9 for the first time at the Board
10 retreat, and what I heard, there was
11 a line on that, and I thought, well,
12 that can't be good.

13 I like what Dr. Pugh said to
14 look at it as an opportunity to maybe
15 lemonade out of a lemon.

16 My question is: Would you have
17 been doing all of this -- setting all
18 of the different task forces -- would
19 you have been doing all of this had
20 we not received this warning from
21 Middle States towards something
22 important, our accreditation -- would
23 you have been doing it anyway?

24 DR. NATHANIEL PUGH, JR.: Yes,
25 sir. About a year-and-a-half ago



1 SCCC Board Meeting - 12/6/12
2 when I came on board, Dr. McKay on
3 May 6, 2012, said to the membership
4 of the Strategic Planning Council, I
5 want you to redo the mission in a
6 vision statement. We did that. I
7 knew based on experience that 7 and
8 14 would probably be very difficult
9 for us to do right away for the
10 following reason. You have to have
11 outcomes that have been identified to
12 make sure you can measure those
13 outcomes. So once we have put
14 together the institutional goals, six
15 of those; including diversity, we
16 also then put together measurable
17 institutional objectives which are
18 outcomes with regard to each of the
19 goals, and they have to be
20 measurable. Those kinds of
21 structures were not in place prior;
22 although, we knew we needed to
23 respond to 17 and 14 as well as 2 and
24 3, and what Dr. Shults pointed out,
25 which we also are doing, is link



1 SCCC Board Meeting - 12/6/12
2 planning, budget, and assessment.
3 Now the driver behind that is what
4 this school is all about; that is,
5 what are we teaching our students,
6 and how do we know we're doing that,
7 what evidence do we have to show
8 that? So there's a philosophical
9 change, not only for our institution,
10 but for Middle States as well, and as
11 I pointed out, SUNY has begun to
12 understand that 7 and 14 is critical
13 to the reaffirmation of
14 accreditation, and at the same time,
15 very difficult to meet those
16 challenges.

17 MR. JAMES MORGO: So the answer
18 to my question is yes?

19 DR. NATHANIEL PUGH, JR.: Yes.
20 I'm sorry. I get carried away.

21 MR. JAMES MORGO: When would
22 the warning be lifted if the Middle
23 States thinks we're doing everything
24 we should be doing? When will the
25 warning go away? Is this a timeline?



1 SCCC Board Meeting - 12/6/12

2 You said Dr. Klinman is coming on
3 January 16; might she say that you're
4 doing enough?

5 DR. SHAUN L. MCKAY: Just so
6 you know, one of the institutions, it
7 took seven attempts to have that
8 satisfied or rectified.

9 The way it works with Middle
10 States is that by the 13th when we
11 submit that report, they can then
12 determine whether to send a small
13 visiting team to us so they can sit
14 with us and see exactly what we've
15 done and based on the report we've
16 submitted, they would then submit
17 that back to a full Commission that's
18 going to review that probably in
19 December. Then the Commission would
20 then make a decision.

21 Now, there are two things that
22 they do. They either say that you
23 have done it, or you didn't do it.
24 There's no middle ground. It's an
25 either/or. So in December we'll know



1 SCCC Board Meeting - 12/6/12
2 more. The way it works is they could
3 either extend the warning to say
4 okay, we'll give you more time
5 because your not there yet, so that
6 may set up a second report, and then
7 we will also submit a report back to
8 the small committee or back to the
9 full committee as well. Those are
10 the ways in which they move forward
11 with the processes.

12 I'll say this that most often
13 you will have a second write-up or a
14 second documentation to be submitted
15 for any institution. We had a
16 college that went through seven
17 times. That means they had seven
18 times of submitting before they were
19 able to get through.

20 It is our hope that based on
21 evidence of what we've seen and what
22 we've been doing, that certainly
23 we're going to submit a very strong
24 document in September.

25 The one thing that you must



1 SCCC Board Meeting - 12/6/12
2 know is that because we have the
3 planning process being built
4 simultaneously and we're now
5 responding back to Middle States, you
6 have two documents moving
7 simultaneously in the same direction.
8 Will it be all that they're looking
9 for? We don't know, but we are going
10 to make a strong case and put that
11 forward, and hopefully with the plan
12 being completed and implemented by
13 the September date, we can show them
14 that we have a plan in place, there's
15 an assessment process in place, and
16 we have evidence already on the way
17 that we've collected through Academic
18 Affairs and Student Affairs.

19 MS. THERESA SANDERS: Just a
20 question. In terms of the levels of
21 reprimand, where does the warning
22 fall?

23 DR. NATHANIEL PUGH, JR.: These
24 are the six possible outcomes once
25 you've turned in your PRR, the



1 SCCC Board Meeting - 12/6/12
2 Periodic Review Report, we would have
3 liked to have been here, reaffirm
4 accreditation with no
5 recommendations. As you go down,
6 they get a little stiffer in terms of
7 what you're required to do. We were
8 right here, and that's okay.

9 It's right here. The
10 Commission believes that, although
11 the institution out of compliance,
12 the institution has the capacity to
13 make appropriate improvements within
14 a reasonable period of time and the
15 institution has the capacity to
16 sustain itself in the long term.

17 MR. JAMES MORGO: And they
18 don't find a reasonable about of
19 time?

20 DR. NATHANIEL PUGH, JR.: Well,
21 we have nine months.

22 MR. JAMES MORGO: After nine
23 months, will the warning be removed,
24 or it continues?

25 DR. SHAUN L. MCKAY: It



1 SCCC Board Meeting - 12/6/12

2 continues.

3 MS. THERESA: I just have a
4 final statement.

5 We had this discussion in our
6 subcommittee meeting, and I just want
7 to congratulate you on the amount of
8 detail. It's easier to understand.
9 It gets a little overwhelming as a
10 Board member when you come in and
11 you're trying to absorb all of this,
12 and you see something that says,
13 warning, and you get nervous. I
14 congratulate your team for the amount
15 of the detail, and Dr. Mazzarelli for
16 how you've been explaining to us at
17 subcommittee level what's coming so
18 that this is not a surprise. I
19 definitely look forward to working
20 with you on this.

21 MS. DAFNY J. IRIZARRY: So
22 these action plans end in September
23 2013 when we submit it to Middle
24 States?

25 MR. NATHANIEL PUGH, JR.: Yes.



1 SCCC Board Meeting - 12/6/12

2 MS. DAFNY J. IRIZARRY: I do
3 see that, although we are not in
4 compliance, they have faith in us
5 that we will meet -- nevertheless,
6 it's a very serious matter, and we
7 are going to deal with it in that
8 way.

9 MR. NATHANIEL PUGH, JR.: We're
10 going to do well.

11 MS. DAFNY J. IRIZARRY: I'm
12 confident.

13 MR. NATHANIEL PUGH, JR.: Thank
14 you.

15 MS. DAFNY J. IRIZARRY: Thank
16 you very much.

17 DR. SHAUN L. MCKAY: Madame
18 Chairwoman, there's just one more
19 presentation, very important.

20 We've all in one or another,
21 experienced or know someone who was
22 impacted by Super Storm Sandy. It
23 had a tremendous impact on the
24 institution. Facility, students, and
25 staff were impacted in a number of



1 SCCC Board Meeting - 12/6/12
2 ways. In fact, some folks in the
3 room right here either were flooded
4 out or not in their homes currently.
5 Many of us suffered in regard to loss
6 of power. We struggled in regards to
7 fuel, some of the buildings were
8 done, we were on generators on some
9 campuses, and we couldn't get pumps
10 with power to fuel equipment. It was
11 a very difficult time for us which
12 enabled the College to be closed for
13 a seven-day period. My
14 administrators, we were working, some
15 of us without power in our homes, and
16 our homes under water, but we were
17 coming in to the College to try to
18 reestablish operating conditions for
19 the College.

20 We took it to another level
21 because after hearing how this
22 impacted many of our facility and
23 staff, I've turned to Ms. Reynolds
24 and to the chair of the Foundation
25 Board, and we had a discussion with



1 SCCC Board Meeting - 12/6/12
2 how we could help faculty and staff,
3 and I asked Chris Adams and
4 Ms. Reynolds to put together our
5 response to this storm and how we
6 were working with the College
7 community. I'll turn it over to
8 Ms. Reynolds and Dr. Adams.

9 DR. CHRISTOPHER ADAMS: Thank
10 you President McKay. Good morning,
11 Chairwoman Irizarry and members of
12 the Board of Trustees.

13 Thank you for the opportunity
14 to be able to speak with you today
15 about not only what we've done in
16 response to Hurricane Sandy, but I
17 would like to tell the story leading
18 up Hurricane Sandy of what really
19 went on at the College.

20 Anytime you get an e-mail from
21 Professor Scott Mandia, it certainly
22 gives you pause because he probably
23 gives you more weather information
24 than any of the TVs or the newscasts.
25 And when he says super storm is



1 SCCC Board Meeting - 12/6/12

2 coming up the coast, certainly we
3 took that very seriously.

4 One of the first things that we
5 did was, via Dr. McKay, contact our
6 Plans Operations personnel, our
7 Directors on the three campuses
8 letting them know not only, if they
9 weren't aware, that they needed to
10 sort of prepare for the storm by
11 cleaning out storm drains and
12 certainly protecting the property and
13 equipment, and certainly that was
14 done.

15 Leading up to Friday, under the
16 direction of Vice President Araneo,
17 we also came up with a communication
18 plan and how we were going to
19 communicate to the College as far as
20 giving out College briefs in case
21 that the College was closed so that
22 we could communicate effectively and
23 on time for not only all of the
24 employees, but students. So I think
25 that was done. I want to comment



1 SCCC Board Meeting - 12/6/12
2 Vice President Araneo who probably,
3 on many of the evenings, was doing it
4 by candlelight as she lost power as
5 well during the storm.

6 Another aspect that we were
7 able to do was, we were on the phone,
8 and I believe, it was a Friday
9 evening leading up to the storm,
10 which hit on Monday, with the Office
11 of Emergency Management from Suffolk
12 County, Joe Williams.

13 As probably most of us are
14 aware, we have an MOU with Suffolk
15 County to provide a shelter on our
16 Eastern campus, and certainly that
17 was to go into effect, and I'll talk
18 about that in a few minutes.

19 In addition, we were also
20 trying to be proactive by finding
21 out; in case we needed to cancel
22 classes, what would we do as far as
23 the State of New York and the
24 Department of Education. We also had
25 a three-way conversation, I believe



1 SCCC Board Meeting - 12/6/12
2 it was about 8 o'clock in the
3 evening, with someone from SUNY to
4 find out what were the procedures
5 after the fact that we need to do.
6 So, I think we had a proactive
7 response.

8 What I really wanted to tell
9 the story a little bit about leading
10 up to the storm, which happened on
11 Monday, October 29. I also want to
12 commend several people that really
13 helped during the week of the storm.

14 First, I want to thank and
15 acknowledge Steve Clark our
16 networking and technology guru on
17 campus. He's a director who really
18 helped us communicate with everyone.
19 He did a really good job of when the
20 systems went down, letting us know.

21 I also want to commend the
22 Director of Public Safety, Baycan
23 Fideli for his hard work and also the
24 security personnel and the A.M.E.
25 workers, the Guild workers that



1 SCCC Board Meeting - 12/6/12
2 helped out during the week of the
3 storm, so they should also be
4 commended, and certainly the
5 President of the cabinet. We met,
6 certainly, throughout and were able
7 to come up with a comprehensive plan.

8 So this presentation is more so
9 of letting you know afterwards what
10 our response was and what we did for
11 Suffolk County, and certainly, how
12 we're getting involved.

13 A couple of things happened.
14 During the height of the storm, we
15 were contacted and were asked to
16 provide at our Suffolk County Police
17 Department Police Academy, 50
18 ambulances and support personnel to
19 be housed and based at that location
20 just in case there was any emergency
21 situation that would come up after
22 the storm.

23 A couple of days after the
24 storm, we were contacted by National
25 Grid to provide space in a vacant



1 SCCC Board Meeting - 12/6/12
2 property on our Michael J. Grant
3 Campus to house some of National
4 Grid's out-of-state utility vehicles
5 and crews, and if you happen to see
6 it, it was a huge town. They had
7 sort of several rigs of trucks, and
8 it really was an unbelievable and
9 incredible operation. In fact, I was
10 contacted by Legislator Sarah Anker
11 who asked if she could go over and
12 tour the facility. She did. She
13 left me a very nice voicemail saying
14 how unbelievably happy and excited,
15 and the fact that we were providing
16 the service to the County, and she
17 wanted to share it with the rest of
18 the legislation, and obviously, thank
19 President McKay for allowing that to
20 happen.

21 Some of the things that our
22 student groups, as I mentioned
23 earlier, we provided on our eastern
24 campus a pet-friendly shelter for 90
25 families. The Ammerman and Michael J



1 SCCC Board Meeting - 12/6/12
2 Grant Campus, food pantries where
3 they basically needed a lot of food
4 and disposable items like diapers,
5 for example, razors, nonperishable
6 items. Students on our Michael J.
7 Grant Campus collected clean
8 outerwear; coats. As you know, it
9 started getting cold towards the end
10 of the week. Many clubs and
11 organizations -- truly we became, if
12 we weren't before, a Suffolk family
13 with everyone rallying. Everyone was
14 impacted by the storm. It was really
15 good to see.

16 One of the first things
17 President McKay directed us to do
18 was; how are we going to communicate
19 all of what we're doing on all three
20 campuses and two downtown centers?
21 We were getting inundated with people
22 contacting us from other colleges
23 around the country saying, you know,
24 listen, what can we do to help your
25 community, and probably one of the



1 SCCC Board Meeting - 12/6/12
2 best things to come out of this was
3 the decision to create a microsite on
4 out homepage to basically allow
5 people, not only students, faculty,
6 and staff, but people outside of the
7 Suffolk community could go on and see
8 what our response was.

9 My colleague Jeanine Reynolds,
10 in a few minutes, will talk about the
11 Foundation and the creation of the
12 Foundation Relief Fund, but as you
13 can see, our clubs and organizations,
14 Faculty Association, everyone really
15 banded together.

16 It was right around the
17 Thanksgiving holidays, if you recall.
18 On this campus in particular, Dean
19 Keane -- I know you're in here --
20 there's usually a Thanksgiving drive
21 for people that need dinners and
22 food, and for some reason, well, for
23 this year in particular, there was an
24 overwhelming response of about 150
25 families that signed up, and our



1 SCCC Board Meeting - 12/6/12
2 students, faculty, staff were all
3 involved in distributing the food to
4 the communities.

5 Other events that have come up
6 are a chapter on our Michael J. Grant
7 Campus, Alpha Delta Gamma Chapter of
8 Phi Theta Kappa dedicated its
9 induction ceremony. They were
10 collecting items during that event
11 that they were going to distribute.

12 The second thing coming up that
13 I would like to talk about is
14 Tuesday, December 18 on the Michael
15 J. Grant Campus we're putting
16 together -- it is a College-wide
17 event -- it's going to be sort of a
18 variety show, if you will. I have
19 flyers here on the side, and I'll
20 distribute them to everyone.

21 We're putting together this
22 benefit. The cost is \$10 at the
23 door. We're also collecting items,
24 nonperishable items as well. So that
25 is coming up. We want to make sure



1 SCCC Board Meeting - 12/6/12
2 we're spreading the word far and wide
3 to make sure that everyone in this
4 community is aware of what we're
5 doing.

6 I also would like to, at this
7 point, have my colleague, Jeanine
8 Reynolds come up and speak a little
9 bit about what we're doing at the
10 Foundation. Again, this is an effort
11 far and wide for the entire
12 community.

13 MS. JEANINE REYNOLDS: Thank
14 you. Good morning.

15 As Dr. McKay indicated, he
16 reached out to Chairman Ed Bougal in
17 the dates following the hurricane and
18 challenged the Foundation to develop
19 a strategy for help our students,
20 faculty, and staff members who were
21 affected by the storm.

22 What we've come up with is
23 framework for which we worked with
24 the Executive and Finance Committee
25 is Relief Fund, which we will present



1 SCCC Board Meeting - 12/6/12
2 in front of the full Board, for
3 approval in January.

4 What Chairman Bougal wanted to
5 express today is what his immediate
6 response is that the Foundation feels
7 that we should be doing all we can to
8 help students persist successfully at
9 the College; whether it be
10 scholarship assistance or cash
11 assistance in the event of a
12 catastrophe.

13 So we developed this Fund with
14 has two main components; cash grant,
15 and student voucher for books for
16 students as well as cash grants for
17 faculty and staff members.

18 We met with the Deans of
19 Student Services of the three
20 campuses to get their input in terms
21 of the evaluation of the applications
22 on behalf of the students.

23 So student applications are
24 completed and submitted to those
25 Deans, and they are then sent to the



1 SCCC Board Meeting - 12/6/12

2 Foundation to be paid.

3 Students are eligible to apply
4 for up to \$500 in cash to offset some
5 of the expenses that are associated
6 with catastrophes and obviously this
7 hurricane.

8 We've seen requests to help
9 people their deductible for their
10 insurance. Five hundred dollars is a
11 lot of money when you're trying to
12 replace your car.

13 Also for people to be able to
14 have transportation to get back to
15 school when they were relying on
16 their parents, and their parents
17 couldn't do it. And so this is not,
18 obviously we have limited means to
19 support, but we feel that it,
20 perhaps, bridges some of the other
21 supports that students will have,
22 insurance payments and things, to be
23 able to get them back on their feet.

24 We also have available to us
25 book replacement vouchers for which



1 SCCC Board Meeting - 12/6/12
2 is really a great opportunity to be
3 able to replace text books or any
4 other times that were that were
5 damaged or destroyed in the
6 catastrophic event, and they dont'
7 rely on a cash output from the
8 Foundation, and so those are
9 evaluated as well.

10 For our facility and staff
11 members, full-time faculty and staff
12 members who have been with the
13 College for more than one year have a
14 similar application process;
15 although, those applications are
16 evaluated by a committee of Board of
17 Directors, which we hope will be
18 chaired by Leslie Anderson, an
19 attorney who sits on the Board. We
20 received about six of those
21 applications as well, and the needs
22 are pretty similar. People who have
23 lost their houses, who have hotel
24 expenses, have not yet been
25 reimbursed if they're going to get



1 SCCC Board Meeting - 12/6/12
2 FEMA reimbursement, transportation
3 expenses, replacement food expenses.
4 Those have been some of the requests
5 that we've seen.

6 In addition to the framework
7 for the Relier Fund, one of the other
8 areas that Chairman Bougal approved
9 to be funded was a discretionary fund
10 at the campus level for the Associate
11 Deans of Student Services to use.

12 One of the things that came out
13 of my meeting was that often times
14 the front office staff of the Student
15 Services office are asked to provide
16 sometimes bus fare for student who
17 can't get home, and really nominal
18 expenses that they often because of
19 the compassion that faculty and staff
20 have for students, they provide out
21 of their own pocket, and so we have
22 also released funding made available,
23 \$1000 per campus, as discretionary
24 money to pay those expenses.

25 To fund this effort, we started



1 SCCC Board Meeting - 12/6/12
2 the Fund initially with an
3 allocation, gratefully, Dr. McKay
4 through the money he's been raising
5 in the Major Gift Campaign, have
6 afforded us an advance of sorts to be
7 able to fund because we obviously
8 don't have any money in it, so
9 there's 10,000 for that purpose.

10 We have begun fundraising on
11 behalf of this effort as well. We
12 initially sent out an e-mail request
13 to our database of people outside of
14 the New York area to request funding,
15 and then just last week, we sent an
16 additional e-mail request to about
17 31,000 alum and friends of the
18 College to raise money for us.

19 This fund will be entirely
20 segregated and raise money
21 independent of our operational
22 expenses, so we will continue in this
23 way to raise money for it.

24 Any questions?

25 MS. DAFNY J. IRIZARRY: Thank



1 SCCC Board Meeting - 12/6/12
2 you for the effort to all the people
3 involved; the facility, staff, and
4 Foundation Board Directors for this
5 type of leadership, and I'm glad to
6 see there's been an immediate
7 response, and there is also a
8 long-term response.

9 Thank you very much. Great
10 job.

11 DR. SHAUN L. MCKAY: Madame
12 Chair, that concludes the
13 presentations.

14 MS. DAFNY J. IRIZARRY: At this
15 point we move to roundtable.

16 I'd like to share with you a
17 thank you card from Trustee Alvarez.
18 As you all know, her mom passed away
19 on Thanksgiving day. Some of us were
20 able to go to the wake and express
21 our support in different ways. So
22 she sent us a thank you card, and she
23 would like me to read it out loud.

24 During this time of sorrow, we
25 learn how much our family and friends



1 SCCC Board Meeting - 12/6/12
2 mean to us. Your kindness and
3 sympathy will always be remembered by
4 the family of Linda Alvarez, mother
5 of Trustee Alvarez.

6 Thank you very much to the
7 entire College community for their
8 support.

9 Anything else for roundtable?

10 DR. SHAUN L. MCKAY: Just one
11 thing, Madame Chair.

12 On Friday, December 21, the
13 Administrators will be hosting a
14 holiday thank you to staff and
15 members in the conference room. If
16 you're available, and Walter, we'd
17 love to have you with us. It's free.
18 But certainly, it's our way of saying
19 thank you to the staff for a
20 tremendous year. We've done a lot
21 this year, and it's our way of an
22 attempt to say thank you back to the
23 staff, so if you're available on that
24 date... we'll send an e-mail to that
25 effect a well.



1 SCCC Board Meeting - 12/6/12

2 MS. DAFNY J. IRIZARRY: Please.

3 DR. SHAUN L. MCKAY: Sure.

4 MS. DAFNY J. IRIZARRY: Thank
5 you very much.

6 Motion to adjourn.

7 MR. SAUL R. FENCHEL: So moved.

8 MR. ANTHONY F. MANGUAL:

9 Second.

10 MS. DAFNY J. IRIZARRY: All in
11 favor.

12 THE MEMBERS: Aye.

13 MS. DAFNY J. IRIZARRY:

14 Opposed?

15 (No verbal response.)

16 MS. DAFNY J. IRIZARRY:

17 Abstention?

18 (No verbal response.)

19 MS. DAFNY J. IRIZARRY: Motion

20 carries.

21 (Whereupon, the Board of Trustees.
22 meeting concluded at 11:44 a.m.)

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C E R T I F I C A T E

I, KAREN M. LaMENDOLA, a Notary Public
in and for the State of New York, do hereby
certify:

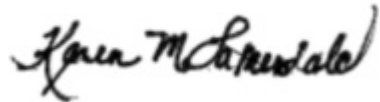
THAT the witness(es) whose testimony
is hereinbefore set forth, was duly sworn by
me; and

THAT the within transcript is a true
record of the testimony given by said
witness(es).

I further certify that I am not
related, either by blood or marriage, to any
of the parties in this action; and

THAT I am in no way interested in the
outcome of this matter.

IN WITNESS WHEREOF, I have hereunto
set my hand this 10th day of December, 2012.



KAREN M. LaMENDOLA



* E R R A T A *

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WITNESS SIGNATURE

SUBSCRIBED AND SWORN TO BEFORE

ME THIS ___ DAY OF _____, 20__

NOTARY PUBLIC MY COMMISSION EXPIRES _____



<p><u> </u> <u> </u> \$</p> <p>\$10 74:22</p> <p>\$1000 79:23</p> <p>\$350,000 12:18</p> <p>\$500 77:4</p> <p>\$74.50 22:14</p> <p>\$75 22:12</p> <p><u> </u> <u> </u> 1</p> <p>1 7:11 34:5 49:23 50:17</p> <p>10,000 80:9</p> <p>10:35 4:15</p> <p>10th 84:18</p> <p>11 29:19</p> <p>11:44 83:22</p> <p>114 1:4</p> <p>12/6/12 3:1 4:1 5:1 6:1 7:1 8:1 9:1 10:1 11:1 12:1 13:1 14:1 15:1 16:1 17:1 18:1 19:1 20:1 21:1 22:1 23:1 24:1 25:1 26:1 27:1 28:1 29:1 30:1 31:1 32:1 33:1 34:1 35:1 36:1 37:1 38:1 39:1 40:1 41:1 42:1 43:1 44:1 45:1 46:1 47:1 48:1 49:1 50:1 51:1 52:1 53:1 54:1 55:1 56:1 57:1 58:1 59:1 60:1 61:1 62:1 63:1 64:1 65:1 66:1 67:1 68:1 69:1 70:1 71:1 72:1 73:1 74:1 75:1 76:1 77:1 78:1 79:1 80:1 81:1 82:1 83:1</p> <p>13 29:20</p> <p>13th 59:10</p> <p>14 28:7 35:19 36:4,19 38:20 40:9 42:6 43:18 52:5 53:13 54:21 56:8 57:8,23 58:12</p> <p>150 73:24</p> <p>16 36:13,23 53:17 59:3</p>	<p>17 57:23</p> <p>18 5:12 10:18 16:11 74:14</p> <p><u> </u> <u> </u> 2</p> <p>2 7:17 36:19 37:9 38:20 40:10 52:5 53:12 54:15 57:23</p> <p>2.5 13:24 14:13,20,22 15:7,8,25</p> <p>20 85:23</p> <p>2007 42:17</p> <p>2011/2012 13:4</p> <p>2012 1:7 5:12 10:18 34:5 57:3 84:18</p> <p>2012.87 11:14</p> <p>2012.91 11:14</p> <p>2012.A11 6:8</p> <p>2012.A12 6:8</p> <p>2012/2013 12:14</p> <p>2013 20:22 31:19 36:13,23 45:25 46:12 49:23 63:23</p> <p>2013/2014 13:10,15</p> <p>21 82:12</p> <p>26 17:9</p> <p>28 38:13</p> <p>29 27:22 29:16 69:11</p> <p><u> </u> <u> </u> 3</p> <p>3 36:19 37:9 38:20 40:10 52:5 53:12 54:16 57:24</p> <p>30 8:22 35:11</p> <p>300 41:14</p> <p>31 7:12 8:3,4</p> <p>31,000 80:17</p> <p>350 41:14</p> <p><u> </u> <u> </u> 5</p> <p>50 70:17</p> <p>500 41:12</p>	<p><u> </u> <u> </u> 6</p> <p>6 1:7 57:3</p> <p>60 8:22</p> <p><u> </u> <u> </u> 7</p> <p>7 28:7 35:18 36:4,19 38:20 40:9 42:6 43:16,19 52:5 53:13 54:21 56:8 57:7 58:12</p> <p>70 41:6</p> <p><u> </u> <u> </u> 8</p> <p>8 69:2</p> <p>87 21:11</p> <p><u> </u> <u> </u> 9</p> <p>9:00 1:7</p> <p>9:02 2:3</p> <p>9:04 4:14</p> <p>90 71:24</p> <p><u> </u> <u> </u> A</p> <p>a.m 1:7 2:3 4:14,15 83:22</p> <p>A.M.E 32:3 69:24</p> <p>AAC 47:14</p> <p>able 12:22 15:19 17:24 40:23 60:19 66:14 68:7 70:6 77:13,23 78:3 80:7 81:20</p> <p>Absolutely 55:24</p> <p>absorb 63:11</p> <p>Abstention 4:8 5:6,25 6:22 10:13 11:8 12:4 83:17</p> <p>academic 16:7 46:17 47:8,11 53:7 61:17</p> <p>Academy 70:17</p> <p>accept 22:12</p> <p>accepted 26:10 34:6</p> <p>accomplish 33:24 35:3</p> <p>account 8:11</p> <p>accreditation 56:22</p>	<p>58:14 62:4</p> <p>accredited 34:22 35:4</p> <p>ACCT 29:18,21,23</p> <p>achieve 34:14</p> <p>achievement 44:7,15,21</p> <p>acknowledge 69:15</p> <p>acknowledging 21:9</p> <p>action 29:15 32:21,25 56:2 63:22 84:14</p> <p>activities 16:18 28:21 53:18</p> <p>activity 20:24</p> <p>actually 18:23 26:3 40:14 50:12 51:3,8,10 52:13 54:14</p> <p>Adams 2:17 66:3,8,9</p> <p>add 15:22</p> <p>addition 21:14 36:24 38:21 68:19 79:6</p> <p>additional 36:9 49:15 80:16</p> <p>address 29:13 32:17 38:22</p> <p>addressing 28:5,18</p> <p>adequate 28:10</p> <p>adjourn 3:17 9:24 83:6</p> <p>administrators 31:6 65:14 82:13</p> <p>advance 80:6</p> <p>advise 23:3</p> <p>advised 29:17 30:14</p> <p>Advisory 41:16 46:2</p> <p>Advocacy 19:23 20:16</p> <p>Affairs 16:7 28:12 37:12 46:18 53:7,8 61:18</p> <p>affected 75:21</p> <p>afforded 80:6</p> <p>afloat 20:25</p> <p>afterwards 70:9</p>
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<p>Agency 25:6 agenda 16:12 17:16 ago 40:11 56:25 agreed 32:15 ahead 56:6 ain't 21:12 align 50:19 aligned 43:4 alignment 44:3 45:23 allegiance 3:5,7,9 allocated 8:9 44:14 allocation 80:3 allow 73:4 allowing 71:19 Alpha 74:7 already 13:9 27:21 39:25 46:13 49:17 61:16 alternative 15:18 alum 80:17 Alvarez 81:17 82:4,5 am 25:9 84:12,15 ambulances 70:18 America 3:10 American 29:24 Ammerman 18:14 71:25 amount 19:9,12 43:8,9 44:17 63:7,14 amounts 14:24 Anderson 78:18 Anker 71:10 annual 46:21 answer 53:22 58:17 Anthony 2:13 5:16 9:10 10:4 11:15 83:8 anxious 23:16 anything 25:4 82:9 Anytime 66:20 anyway 56:23</p>	<p>appears 43:6 appendices 49:11 application 78:14 applications 76:21,23 78:15,21 apply 24:20 77:3 appreciate 23:20,25 approach 32:16 36:18 45:8 appropriate 24:8 28:20 29:7 51:20 62:13 approval 5:11 6:6 10:18 11:13 76:3 approve 40:23 approved 42:3,4 79:8 approximately 12:18 Araneo 51:16 67:16 68:2 Araneo's 52:6 area 17:19 28:23 43:5 80:14 areas 28:3 40:4 46:23 47:11,24 79:8 arrangement 14:17 Arts 8:16 aside 53:20 aspect 21:4 68:6 aspects 20:2 assessed 47:3 assessment 36:9 37:17 41:16 42:6,7,13,21,24 45:14 46:2,20,21 47:21 49:20 58:2 61:15 assigned 53:12 assignment 23:10 assistance 30:5 76:10,11 Assistant 2:17,19 assists 29:6 Associate 12:9 79:10 associated 77:5</p>	<p>Association 6:7 7:4,10 32:13 73:14 assume 24:17 assurance 46:6 attempt 82:22 attempts 59:7 attend 51:23 attendance 16:17 22:13 attended 35:23 47:9 attention 8:6 28:10 34:13 attorney 78:19 audit 13:3 24:16 25:10 26:17 29:6 auditors 13:3 authorization 9:12 available 30:4 36:12 53:13,19 77:24 79:22 82:16,23 aware 36:2 52:10 67:9 68:14 75:4 awareness 1:13 away 51:4 57:9 58:20,25 81:18 Aye 4:3,25 5:20 6:17 10:8 11:3,23 83:12</p> <hr/> <p style="text-align: center;">B</p> <hr/> <p>background 9:6 backwards 50:18 53:25 banded 73:15 bank 7:17 8:11 9:18 Barrens 17:17 based 14:10 27:25 34:9 36:17 38:23 43:20 44:20 45:13 57:7 59:15 60:20 70:19 basically 30:6 72:3 73:4 basis 47:4 50:24 Baycan 69:22</p>	<p>BB 17:9 became 72:11 begin 13:14 45:24 begun 13:3,10 58:11 80:10 behalf 31:3,15 76:22 80:11 behind 58:3 believe 20:23 35:2 48:21 68:8,25 believes 62:10 belive 14:23 benefit 18:4 74:22 best 31:8,25 73:2 better 43:22 bight 31:18 billing 8:22 birthday 21:9 22:9 bit 4:12 7:18 32:11 69:9 75:9 black 8:14 blessings 34:18 blood 84:13 board 1:2 2:4 3:1,17 4:1,19 5:1,12 6:1 7:1,6,7 8:1 9:1,24 10:1,2,19 11:1 12:1 13:1 14:1 15:1 16:1 17:1 18:1 19:1 20:1 21:1 22:1 23:1,3 24:1,23 25:1 26:1 27:1 28:1,4,25 29:1,3,7,12 30:1,2,3 31:1,3,15 32:1,24 33:1,15 34:1 35:1 36:1 37:1 38:1 39:1,18 40:1,15 41:1 42:1 43:1 44:1 45:1 46:1 47:1 48:1 49:1 50:1,20 51:1 52:1,23 53:1,6,10 54:1 55:1,19 56:1,7,9 57:1,2 58:1 59:1 60:1 61:1 62:1 63:1,10 64:1 65:1,25 66:1,12 67:1 68:1 69:1 70:1 71:1 72:1</p>
---	---	---	---



<p>73:1 74:1 75:1 76:1,2 77:1 78:1,16,19 79:1 80:1 81:1,4 82:1 83:1,21</p> <p>Board's 29:2</p> <p>bodies 41:20 52:10</p> <p>body 41:22 46:4 47:14 55:15</p> <p>bones 19:6</p> <p>book 77:25</p> <p>books 76:15 78:3</p> <p>boss 20:9</p> <p>Bougal 75:16 76:4 79:8</p> <p>BRENTWOOD 1:5</p> <p>bridges 77:20</p> <p>brief 53:8</p> <p>briefly 24:13</p> <p>briefs 67:20</p> <p>bringing 52:17</p> <p>brought 45:17</p> <p>Bryan 2:8 17:8,22</p> <p>budget 12:20,25 13:10,13,14,19,21 14:12,24 15:10 22:24 23:7,8 24:9,18 28:9 36:11 43:24 45:24 46:14 54:17 58:2</p> <p>Budget/Finance 28:17</p> <p>budgeting 43:2,7,11,12 44:5,9,20 45:16 47:21</p> <p>building 18:2 19:6</p> <p>buildings 18:10,18,19 65:7</p> <p>builds 1:15</p> <p>built 61:3</p> <p>BULLARD 12:12 13:20 15:2</p> <p>bus 79:16</p> <p>Business 9:4 37:12</p>	<p>busy 21:15</p> <p>bylaws 25:19,25 30:3</p> <hr/> <p style="text-align: center;">C</p> <hr/> <p>cabinet 32:15 55:11,12 70:5</p> <p>Campaign 80:5</p> <p>campus 1:4 17:13 18:14 36:15 41:3 50:2 68:16 69:17 71:3,24 72:2,7 73:18 74:7,15 79:10,23</p> <p>campuses 15:13,17,23 16:2 37:2 41:24 45:11 54:2 65:9 67:7 72:20 76:20</p> <p>campus-wide 16:19</p> <p>cancel 68:21</p> <p>candidates 9:7</p> <p>candlelight 68:4</p> <p>capacity 62:12,15</p> <p>CAPIE 43:13 46:12</p> <p>CAPTREE 1:4</p> <p>car 77:12</p> <p>card 81:17,22</p> <p>Carla 2:20 7:5 9:5,15</p> <p>carried 58:20</p> <p>carries 4:11 5:9 6:4,25 10:16 11:11 12:7 83:20</p> <p>carry 14:20</p> <p>carrying 9:17</p> <p>case 61:10 67:20 68:21 70:20 85:2</p> <p>cash 76:10,14,16 77:4 78:7</p> <p>catastrophe 76:12</p> <p>catastrophes 77:6</p> <p>catastrophic 78:6</p> <p>catch 8:23</p> <p>categories 13:22</p> <p>category 14:8</p> <p>Catering/Culinary</p>	<p>8:15</p> <p>cause 19:7</p> <p>Center 17:14 35:21</p> <p>centers 8:2 72:20</p> <p>central 42:11 45:10</p> <p>ceremony 74:9</p> <p>certain 24:13</p> <p>certainly 20:22 21:7 31:14,21,25 60:22 66:21 67:2,12,13 68:16 70:4,6,11 82:18</p> <p>certify 84:5,12</p> <p>CFO 48:21</p> <p>chair 2:2 25:16 26:11 30:12 31:14 39:8 46:4 48:22 55:9,18 65:24 81:12 82:11</p> <p>chaired 51:15 78:18</p> <p>chairing 54:7,8,10,20,23</p> <p>Chairman 23:6,8 25:5 30:24 75:16 76:4 79:8</p> <p>Chairperson 2:6,7 20:8</p> <p>chairs 47:8 48:16 49:14</p> <p>Chairwoman 7:6 23:2 24:6 33:14 52:23 56:4 64:18 66:11</p> <p>Chairwoman's 27:20</p> <p>challenge 38:17</p> <p>challenged 75:18</p> <p>challenges 58:16</p> <p>change 25:19 58:9 85:6,8,10,12,14,16,1 8</p> <p>changed 26:3 42:19</p> <p>changes 50:13</p> <p>changing 25:24</p> <p>chapter 74:6,7</p> <p>charge 54:12</p>	<p>Charging 28:11,16</p> <p>checks 9:6</p> <p>chosen 48:19</p> <p>Chris 66:3</p> <p>Christmas 30:17</p> <p>Christopher 2:17 39:17 54:13 55:2 66:9</p> <p>cited 36:3</p> <p>clarifying 29:10</p> <p>Clark 69:15</p> <p>classes 68:22</p> <p>clean 72:7</p> <p>cleaning 67:11</p> <p>clear 28:3</p> <p>Clearly 42:18</p> <p>closed 65:12 67:21</p> <p>closely 12:21</p> <p>clubs 72:10 73:13</p> <p>coast 67:2</p> <p>coats 72:8</p> <p>co-chairing 54:15</p> <p>co-chairs 55:11,16</p> <p>Code 16:14</p> <p>cold 72:9</p> <p>colleague 37:14 73:9 75:7</p> <p>colleagues 31:22 33:15</p> <p>collect 21:22 33:16</p> <p>collected 61:17 72:7</p> <p>collecting 74:10,23</p> <p>college 1:3,11 7:10 11:13 12:10,14,21 18:11 21:5,19 28:19 29:24 33:8 41:10 42:23 43:22 48:4 60:16 65:12,17,19 66:6,19 67:19,20,21 76:9 78:13 80:18 82:7</p> <p>colleges 35:12 43:5 72:22</p>
--	---	--	---



<p>College's 13:4 28:13 33:20</p> <p>College-wide 74:16</p> <p>comes 49:25</p> <p>coming 14:9 18:23 29:19 36:21 45:2 59:2 63:17 65:17 67:2 74:12,25</p> <p>commend 69:12,21</p> <p>commended 18:21 70:4</p> <p>comment 30:20 67:25</p> <p>comments 21:10</p> <p>Commission 17:18 28:6,15 33:21 34:19 42:9 47:25 59:17,19 62:10 85:25</p> <p>commitment 32:6</p> <p>committee 16:7 17:6 19:23 20:3,8,16,18 22:17,24 23:7,9,10,11 24:3,16,17 26:4,18 27:13,14 28:12,17 29:2 49:19 50:22 53:8,21 60:8,9 75:24 78:16</p> <p>committees 25:11,17 27:8</p> <p>COMMONS 1:4</p> <p>communicate 67:19,22 69:18 72:18</p> <p>communicated 24:19</p> <p>communicating 51:17,18</p> <p>communication 51:12 67:17</p> <p>communications 29:9</p> <p>communities 1:15 74:4</p> <p>community 1:3,11 7:10 29:24 35:12 41:20 66:7 72:25 73:7 75:4,12 82:7</p> <p>companies 24:21</p>	<p>compassion 79:19</p> <p>complete 40:18</p> <p>completed 61:12 76:24</p> <p>completes 31:11</p> <p>completion 28:11,23 46:11</p> <p>compliance 39:5 62:11 64:4</p> <p>compliant 40:9</p> <p>components 76:14</p> <p>comprehensive 42:13 46:19 70:7</p> <p>comprehensively 47:5</p> <p>concerns 27:2 28:5 34:7</p> <p>concert 20:18</p> <p>concluded 83:22</p> <p>concludes 81:12</p> <p>conditions 65:18</p> <p>conference 82:15</p> <p>confident 64:12</p> <p>congratulate 63:7,14</p> <p>connect 44:9</p> <p>connected 45:15</p> <p>connection 47:22,24</p> <p>connects 54:18</p> <p>consideration 15:21</p> <p>considering 29:5</p> <p>constituencies 51:20</p> <p>constraints 23:4</p> <p>contact 67:5</p> <p>contacted 70:15,24 71:10</p> <p>contacting 72:22</p> <p>continue 13:7 23:12 27:19 29:25 80:22</p> <p>continued 16:12</p> <p>continues 62:24 63:2</p> <p>continuous 48:12</p> <p>continuously 53:9</p>	<p>contract 14:8,11</p> <p>contractual 12:24</p> <p>contributions 23:12</p> <p>control 46:5</p> <p>convene 55:13,17</p> <p>convened 32:14</p> <p>conversation 68:25</p> <p>conversations 20:7</p> <p>copy 39:22</p> <p>core 17:21,23</p> <p>correct 25:9,13</p> <p>corresponded 24:11</p> <p>cost 7:25 12:23 14:16 74:22</p> <p>costs 12:25</p> <p>Cottage 8:7</p> <p>Council 41:16,17 46:3 57:4</p> <p>Counsel 17:16</p> <p>Counsels 24:12,19</p> <p>country 72:23</p> <p>county 1:3,11 7:10 18:24 20:5 21:2 25:5 68:12,15 70:11,16 71:16</p> <p>couple 16:16 41:25 70:13,23</p> <p>course 24:21 31:8</p> <p>Court 2:22</p> <p>covering 25:8</p> <p>create 73:3</p> <p>created 46:18</p> <p>creation 73:11</p> <p>crews 71:5</p> <p>critical 39:2 49:12 51:13 58:12</p> <p>Culinary 8:15</p> <p>current 8:2 12:13 14:5</p> <p>currently 9:6 35:7 65:4</p> <p>cycle 45:23</p> <p>cycles 43:4 44:3</p>	<p style="text-align: center;"><u>D</u></p> <p>Dafny 2:6 3:2,14,25 4:4,7,10,16,23 5:2,5,8,18,21,24 6:3,12,15,18,21,24 9:2,21 10:6,9,12,15,22,25 11:4,7,10,18,21,24 12:3,6 13:18,23 16:4 17:2,5 19:15,21 20:10 22:7,16,22 23:24 26:6,9,14,20 27:15 30:25 54:5,24 55:20,25 56:5 63:21 64:2,11,15 80:25 81:14 83:2,4,10,13,16,19</p> <p>daily 45:13</p> <p>damaged 78:5</p> <p>danced 30:13</p> <p>dancing 30:21</p> <p>database 80:13</p> <p>date 9:3 36:20 61:13 82:24 85:3</p> <p>dates 75:17</p> <p>day 8:12 81:19 84:18</p> <p>days 8:22 70:23</p> <p>deal 23:19 47:23 54:16,17 64:7</p> <p>dealing 27:12 37:9</p> <p>Dean 12:9 73:18</p> <p>Deans 76:18,25 79:11</p> <p>December 1:7 7:23 59:19,25 74:14 82:12 84:18</p> <p>decided 36:5</p> <p>decision 34:11 48:6 59:20 73:3</p> <p>decisions 34:8</p> <p>dedicated 74:8</p> <p>deductible 77:9</p> <p>deficit 8:8,16</p> <p>defining 29:8</p> <p>definitely 63:19</p>
--	---	---	--



definitive 48:9 deliberate 52:25 Delta 74:7 depart 30:15 Department 68:24 70:17 DEPOSITION 85:3 described 47:16 destroyed 78:5 detail 39:21 63:8 detain 63:15 determine 59:12 develop 41:8 75:18 developed 41:6 42:16 45:21 50:12 76:13 development 1:12 25:6 33:19 44:23 50:14 devoted 24:2 diapers 72:4 different 25:7 27:8 41:4 56:18 81:21 difficult 57:8 58:15 65:11 difficulty 40:5 diligently 20:23 dinner 22:13 dinners 73:21 dire 18:20 direct 41:11 directed 72:17 direction 36:17 61:7 67:16 director 7:16,20 9:4,19 69:17,22 Directors 4:20 5:12 7:7 9:25 67:7 78:17 81:4 discover 1:12 discretionary 79:9,23 discuss 3:20 16:13 27:3 discussed 22:19,21	24:4 29:12 discussion 10:23 11:19 63:5 65:25 discussions 6:13 27:25 46:14,16 disposable 72:4 distribute 74:11,20 distributing 74:3 diversity 57:15 document 32:18 33:5 42:15,20 43:20 50:10 60:24 documentation 49:3 60:14 documenting 48:5 documents 42:3 61:6 dollars 43:8,10 77:10 done 9:19 32:5 34:18,20 35:24 37:25 49:11 59:15,23 65:8 66:15 67:14,25 82:20 dont 25:10 78:6 door 74:23 downtown 72:20 Dr 2:16,17,20 7:5 9:5,15 14:2 15:4 21:25 31:13 33:12,13,16 35:14 36:10,14,22 37:4,18,20 38:25 39:12,14,16,17 45:22 46:17 48:19,20,21 49:16,25 52:16,21,22 53:21,22 54:8,9,15,19,20,22 55:4,8,23 56:13,24 57:2,24 58:19 59:2,5 61:23 62:20,25 63:15 64:17 66:8,9 67:5 75:15 80:3 81:11 82:10 83:3 drains 67:11 drive 43:11,12 48:6 73:20	driven 43:14 45:4 47:19 driver 58:3 Drs 32:10 duly 84:7 duplication 48:24 during 68:5 69:13 70:2,14 74:10 81:24 <hr/> E <hr/> earlier 71:23 early 8:18 13:11 30:16 40:22 47:9 easier 63:8 East 18:3,11 eastern 17:13 18:8 68:16 71:23 echo 19:18 economic 1:13 Ed 75:16 editor 52:17 edits 52:14 education 1:14 28:6,15 33:21 46:23 47:2 68:24 effect 68:17 82:25 effective 27:14 effectively 45:12 67:22 Effectiveness 36:7 42:14 efficiently 45:12 effort 75:10 79:25 80:11 81:2 efforts 48:24 either 59:22 60:3 65:3 84:13 either/or 59:25 element 20:20 eligible 77:3 else 25:4 82:9 e-mail 66:20 80:12,16 82:24	emergency 68:11 70:20 employees 67:24 enabled 65:12 encouraged 29:17 engage 37:3 45:11,13 enjoy 31:10 enrollment 18:12 ensure 28:9,19 42:22 44:3 47:10 ensuring 29:3 52:9 enthusiasm 26:13 entire 20:18 41:20 75:11 82:7 entirely 80:19 equipment 12:24 65:10 67:13 Esq 2:21 17:20 25:12,21 established 55:5 ethical 1:13 evaluated 78:9,16 evaluation 76:21 evening 68:9 69:3 evenings 68:3 event 74:10,17 76:11 78:6 events 74:5 everyone 12:13 13:12 69:18 72:13 73:14 74:20 75:3 everything 34:17 58:23 evidence 40:19 48:5 51:3,7 58:7 60:21 61:16 evolve 51:6 evolved 39:7 exactly 32:20 59:14 Examining 29:2 example 40:6 72:5 exceed 12:17
---	--	---	--



<p>excited 71:14</p> <p>Executive 2:17 3:19 4:13 22:20 75:24</p> <p>exhibits 23:19</p> <p>existing 13:21</p> <p>expect 7:20 8:12,23 9:3,7</p> <p>expectation 43:15</p> <p>expectations 29:10 33:4 43:21</p> <p>expected 12:17 13:7</p> <p>expenditures 8:4 12:17,22 13:22</p> <p>expenses 77:5 78:24 79:3,18,24 80:22</p> <p>experience 57:7</p> <p>experienced 64:21</p> <p>EXPIRES 85:25</p> <p>explaining 63:16</p> <p>explicit 44:4</p> <p>explicitly 44:11,18</p> <p>explore 27:3</p> <p>express 76:5 81:20</p> <p>extend 60:3</p> <p>external 51:19</p> <hr/> <p style="text-align: center;">F</p> <hr/> <p>facilitating 30:2</p> <p>facilities 18:5 19:11</p> <p>facility 17:6 41:9 64:24 65:22 71:12 78:10 81:3</p> <p>fact 8:17 41:23 49:17 65:2 69:5 71:9,15</p> <p>faculty 30:9 31:7,16 32:2,3 49:15,18 66:2 73:5,14 74:2 75:20 76:17 78:11 79:19</p> <p>faith 34:22 64:4</p> <p>fall 35:14 61:22</p> <p>falling 43:5</p> <p>familiar 29:23</p>	<p>families 71:25 73:25</p> <p>family 21:17 72:12 81:25 82:4</p> <p>fare 79:16</p> <p>fas 68:22</p> <p>favor 4:2,24 5:19 6:16 10:7 11:2,22 83:11</p> <p>favorable 12:15</p> <p>February 29:19,20</p> <p>feel 23:5 77:19</p> <p>feels 76:6</p> <p>feet 77:23</p> <p>felt 15:17</p> <p>FEMA 79:2</p> <p>Fenichel 2:9 3:24 6:11 10:3 22:25 83:7</p> <p>Fideli 69:23</p> <p>Fieldwork 13:6</p> <p>fifth 51:15</p> <p>figuring 45:11</p> <p>final 41:21 63:4</p> <p>finalize 51:8</p> <p>finalized 49:22</p> <p>finally 46:8 49:13</p> <p>finance 24:10,17 25:11 27:12 75:24</p> <p>finances 12:16</p> <p>financial 7:4,9,21 12:10 13:2 21:4 29:7 37:12</p> <p>financially 14:4</p> <p>financing 19:3</p> <p>finding 68:20</p> <p>finished 40:22</p> <p>first 15:14 17:12 19:18 20:21 35:6 49:24 56:9 67:4 69:14 72:16</p> <p>firsthand 52:8</p> <p>fiscal 12:14 13:4</p> <p>five 15:11 40:13 77:10</p>	<p>flag 3:9</p> <p>flooded 65:3</p> <p>floor 54:3</p> <p>flyers 74:19</p> <p>focus 41:14 48:4</p> <p>focused 47:20</p> <p>focusing 46:10</p> <p>folks 65:2</p> <p>food 72:2,3 73:22 74:3 79:3</p> <p>force 16:15 55:17</p> <p>forces 55:7 56:18</p> <p>forecast 12:15</p> <p>format 53:3</p> <p>forth 13:12 32:17 37:5 84:7</p> <p>forward 13:9 14:9,12,19,20 15:6,9,16,21 16:3 18:9 31:18,21,23 32:10,22,25 37:6 44:14,24 47:5 60:10 61:11 63:19</p> <p>foundation 40:8 65:24 73:11,12 75:10,18 76:6 77:2 78:8 81:4</p> <p>fourth 54:11</p> <p>framework 75:23 79:6</p> <p>framing 42:20</p> <p>free 82:17</p> <p>frequently 53:15</p> <p>Friday 21:8 67:15 68:8 82:12</p> <p>friends 33:16 80:17 81:25</p> <p>front 76:2 79:14</p> <p>fuel 65:7,10</p> <p>fulfill 23:5,23</p> <p>fulfillment 33:4</p> <p>full 45:22 59:17 60:9 76:2</p> <p>full-time 78:11</p> <p>fund 73:12 75:25 76:13</p>	<p>79:7,9,25 80:2,7,19</p> <p>funded 79:9</p> <p>funding 79:22 80:14</p> <p>fundraising 80:10</p> <p>funds 8:9 44:13</p> <p>future 52:11</p> <hr/> <p style="text-align: center;">G</p> <hr/> <p>game 38:14</p> <p>Gamma 74:7</p> <p>gap 14:6,12 15:10</p> <p>Gatta 17:9</p> <p>gee 21:20</p> <p>general 9:17 46:23 47:2</p> <p>generators 65:8</p> <p>gets 38:10 63:9</p> <p>getting 40:15 45:2 48:13 49:18 50:23 70:12 72:9,21</p> <p>giddy 37:21</p> <p>Gift 80:5</p> <p>given 84:10</p> <p>gives 22:14 66:22,23</p> <p>giving 18:4 54:25 67:20</p> <p>glad 81:5</p> <p>glamor 19:5</p> <p>Global 35:21</p> <p>goal 15:9</p> <p>goals 41:2 44:16,22 47:12 57:14,19</p> <p>God 3:12</p> <p>governance 41:19,22 50:21 52:10</p> <p>governing 25:8</p> <p>grant 1:4 8:7 41:25 71:2 72:2,7 74:6,15 76:14</p> <p>grants 76:16</p> <p>gratefully 80:3</p> <p>gratuitous 22:13</p>
--	--	--	--



<p>great 18:4 19:2 21:21 23:19 26:13 30:12 31:20 37:16 38:8 78:2 81:9</p> <p>Grid 70:25</p> <p>Grid's 71:4</p> <p>ground 59:24</p> <p>group 35:6,11 38:19 39:9 48:16,17 49:14 51:15,24 52:4,6,12 54:23 55:3,10,13,14,18</p> <p>groups 35:12 38:22 39:8 40:19 41:15,17 49:4 50:19 51:5,22 52:2 53:5,12,19 54:6 71:22</p> <p>grow 18:12</p> <p>growth 17:19 18:7 19:19</p> <p>guess 17:17</p> <p>guessing 9:11</p> <p>Guild 30:10 32:2 69:25</p> <p>guru 69:16</p> <p>guys 44:24</p> <hr/> <p style="text-align: center;">H</p> <hr/> <p>hand 84:18</p> <p>handled 18:15</p> <p>handles 18:21</p> <p>happen 71:5,20</p> <p>happened 69:10 70:13</p> <p>happens 30:7</p> <p>happily 30:14</p> <p>happy 22:8 31:5 71:14</p> <p>hard 37:19 69:23</p> <p>having 8:20 17:16 18:9 27:12</p> <p>Hazlitt 2:7 3:4,6,22 4:22 6:9 19:24 20:13 22:5,10 26:16 30:19</p> <p>headed 36:7,17</p> <p>Health 17:13</p> <p>hear 26:10</p>	<p>heard 27:21 54:6 56:10</p> <p>hearing 44:25 65:21</p> <p>hearings 13:15</p> <p>heavily 49:19</p> <p>heavy 39:21</p> <p>height 70:14</p> <p>help 13:24 66:2 72:24 75:19 76:8 77:8</p> <p>helped 69:13,18 70:2</p> <p>helpful 27:24</p> <p>helping 41:8</p> <p>hereby 84:4</p> <p>hereinbefore 84:7</p> <p>hereunto 84:17</p> <p>he's 21:11 69:17 80:4</p> <p>higher 28:6,15 33:21</p> <p>highlighted 43:13 47:25</p> <p>hit 68:10</p> <p>hold 12:23</p> <p>holding 49:24</p> <p>holiday 30:11 31:6,9 82:14</p> <p>holidays 73:17</p> <p>home 21:16 79:17</p> <p>homepage 73:4</p> <p>homes 65:4,15,16</p> <p>honor 23:17</p> <p>hope 53:16 60:20 78:17</p> <p>hopefully 17:24 18:12 61:11</p> <p>hosting 82:13</p> <p>hotel 78:23</p> <p>house 71:3</p> <p>housed 70:19</p> <p>houses 78:23</p> <p>Housing 24:24</p> <p>Howard 52:16</p> <p>huge 71:6</p>	<p>hundred 77:10</p> <p>hurricane 66:16,18 75:17 77:7</p> <hr/> <p style="text-align: center;">I</p> <hr/> <p>I'd 3:16 4:18 6:5 7:2 9:23 12:8 17:12 21:6 27:18 30:19 32:9 81:16</p> <p>idea 25:15 33:23</p> <p>ideas 37:5</p> <p>identification 38:24</p> <p>identified 28:3 39:3 57:11</p> <p>identify 39:7</p> <p>I'll 8:6 33:6 40:6 52:20 60:12 66:7 68:17 74:19</p> <p>I'm 9:10 39:19,20 40:12 50:13 58:20 64:11 81:5</p> <p>immediate 76:5 81:6</p> <p>impact 15:8 64:23</p> <p>impacted 64:22,25 65:22 72:14</p> <p>implementation 38:11</p> <p>implemented 61:12</p> <p>important 19:25 27:23 47:17 49:10 50:2 56:22 64:19</p> <p>impose 15:16</p> <p>imposed 16:2</p> <p>impress 19:11</p> <p>impressed 21:17</p> <p>impresses 18:17</p> <p>improvements 62:13</p> <p>improves 1:16</p> <p>Incidentally 22:11</p> <p>included 44:8</p> <p>includes 55:10</p> <p>including 47:7 50:14 57:15</p> <p>increase 13:20 18:3,13</p>	<p>incredible 19:20 71:9</p> <p>indeed 44:19 48:6</p> <p>independent 29:4 55:15 80:21</p> <p>indicated 20:14,19 75:15</p> <p>individual 9:11 52:14</p> <p>individually 20:17</p> <p>individuals 41:4,7,18</p> <p>indivisible 3:12</p> <p>induction 74:9</p> <p>Industrial 25:6</p> <p>information 7:14 9:9 52:8,16,18 66:23</p> <p>initially 80:2,12</p> <p>input 50:5 76:20</p> <p>institution 23:13 31:23 32:7 37:24 38:3 58:9 60:15 62:11,12,15 64:24</p> <p>institutional 16:14 36:7 41:5 42:14 44:7,15,21 46:3,25 48:14 52:9 57:14,17</p> <p>institutionally 40:25</p> <p>institutions 35:6 59:6</p> <p>insurance 77:10,22</p> <p>integrate 28:13</p> <p>integrated 45:18,19</p> <p>intellectual 1:12</p> <p>interest 37:16</p> <p>interested 20:15 84:15</p> <p>interesting 50:25</p> <p>internal 51:19</p> <p>interrogated 48:2</p> <p>introduce 7:2 12:9</p> <p>inundated 72:21</p> <p>investment 28:20</p> <p>investments 28:18</p> <p>invitation 30:10</p> <p>involved 20:20 22:3 37:13 41:11 49:20</p>
--	--	---	---



<p>70:12 74:3 81:3</p> <p>involvement 41:12</p> <p>Irizarry 2:3,6 3:2,14,25 4:4,7,10,16,23 5:2,5,8,18,21,24 6:3,12,15,18,21,24 7:6 9:2,21 10:6,9,12,15,22,25 11:4,7,10,18,21,24 12:3,6 13:18,23 16:4 17:2,5 19:15,21 20:10 22:7,16,22 23:24 26:6,9,14,20 27:15 30:25 33:14 54:5,24 55:20,25 56:5 63:21 64:2,11,15 66:11 80:25 81:14 83:2,4,10,13,16,19</p> <p>Island 24:24</p> <p>issue 17:18</p> <p>issues 18:15 22:19 24:3 33:25</p> <p>items 16:12,23 29:11,15 72:4,6 74:10,23,24</p> <p>it's 7:24 9:14 13:10 19:5,6 23:17 27:7,9 29:23 35:11 39:13 43:14 45:3 50:2,11 59:24 62:9 63:8 64:6 74:17 82:17,18,21</p> <p>I've 47:15 48:3 52:19 65:23</p> <hr/> <p style="text-align: center;">J</p> <hr/> <p>James 2:10 19:17 24:6 25:14 26:12 27:6 36:20 56:3,7 58:17,21 62:17,22</p> <p>January 7:23 13:15 20:21 36:13,23 40:24 49:23 53:17 59:3 76:3</p> <p>Jeanine 73:9 75:7,13</p> <p>Jim 17:9</p> <p>job 19:2 38:9 69:19 81:10</p> <p>Joe 68:12</p>	<p>John 12:9,12 13:20 14:24 15:2 37:14</p> <p>joking 49:16</p> <p>Jr 2:11 5:14 22:18 30:23 33:13 36:22 56:24 58:19 61:23 62:20 63:25 64:9,13</p> <p>June 34:5</p> <p>justice 3:13</p> <hr/> <p style="text-align: center;">K</p> <hr/> <p>Kappa 74:8</p> <p>Karen 2:22 84:3,21</p> <p>Keane 73:19</p> <p>key 12:20 39:3 40:13</p> <p>Kids 8:7</p> <p>kindness 82:2</p> <p>kinds 57:20</p> <p>Klinman 36:14 37:4 49:25 53:21,22 59:2</p> <p>knew 57:7,22</p> <p>knowledge 19:12</p> <p>known 40:3</p> <hr/> <p style="text-align: center;">L</p> <hr/> <p>lamendola 84:3,21</p> <p>LaMendola 2:22</p> <p>large 31:24 47:7</p> <p>last 15:14 16:10 35:22 38:12 43:9,17 46:8 80:15</p> <p>later 7:18</p> <p>latitude 22:15</p> <p>Laughter 20:12 21:23 22:4</p> <p>law 25:3</p> <p>laws 25:8</p> <p>lead 28:22 30:22 31:22</p> <p>leadership 55:4 81:5</p> <p>leading 66:17 67:15 68:9 69:9</p> <p>leads 3:4</p>	<p>learn 81:25</p> <p>learned 43:17 56:8</p> <p>learning 46:22,25 47:13 54:22</p> <p>least 19:8 50:9</p> <p>legal 29:4</p> <p>legislation 71:18</p> <p>Legislative 29:21</p> <p>Legislator 71:10</p> <p>Legislature 20:5 21:2</p> <p>lemon 56:15</p> <p>lemonade 56:15</p> <p>Leslie 78:18</p> <p>less 20:5</p> <p>let's 38:14</p> <p>letter 32:12</p> <p>letting 67:8 69:20 70:9</p> <p>level 63:17 65:20 79:10</p> <p>levels 61:20</p> <p>liberty 3:12</p> <p>lifted 58:22</p> <p>Lilly 2:8 17:7,8,22</p> <p>limit 22:11</p> <p>limited 77:18</p> <p>Linda 82:4</p> <p>line 56:11 85:5</p> <p>link 57:25</p> <p>linkage 44:4</p> <p>listen 72:24</p> <p>litigation 3:20</p> <p>little 4:12 7:18 17:18 22:15 51:11 62:6 63:9 69:9 75:8</p> <p>lives 1:15</p> <p>location 70:19</p> <p>long 24:24 30:21 62:16</p> <p>long-distance 21:18</p> <p>longer 21:13</p> <p>long-term 81:8</p>	<p>loss 8:5 65:5</p> <p>lost 68:4 78:23</p> <p>lot 8:19 37:8 44:25 46:11 72:3 77:11 82:20</p> <p>Lou 25:9</p> <p>loud 81:23</p> <p>Louis 2:21 17:20 25:12,21</p> <p>love 19:9 37:17 82:17</p> <p>lynchpin 42:5</p> <hr/> <p style="text-align: center;">M</p> <hr/> <p>Madam 31:13 52:22</p> <p>Madame 64:17 81:11 82:11</p> <p>main 76:14</p> <p>maintain 20:3</p> <p>maintenance 18:15 19:4</p> <p>Major 80:5</p> <p>Management 68:11</p> <p>Mandia 66:21</p> <p>Mangual 2:13 5:16 9:10 10:4 11:15 83:8</p> <p>Manhattan 35:22</p> <p>manner 49:2</p> <p>marriage 84:13</p> <p>matter 64:6 84:16</p> <p>matters 3:21</p> <p>may 57:3 60:6</p> <p>maybe 26:7 56:14</p> <p>Mazzarelli 2:20 7:3,5 9:5,15,22 37:20 46:17 48:20 49:16 54:10,22 63:15</p> <p>mckay 14:2 15:4 21:25 31:13 52:22 55:8,23 59:5 62:25 64:17 81:11 82:10 83:3</p> <p>McKay 2:16 36:10 39:12 52:21 55:4 57:2 66:10 67:5 71:19 72:17 75:15</p>
---	--	--	---



<p>80:3</p> <p>mean 13:24 21:2 82:2</p> <p>meaning 39:3</p> <p>meaningful 27:23</p> <p>means 34:16 60:17 77:18</p> <p>measurable 57:16,20</p> <p>measure 57:12</p> <p>meet 39:9 58:15 64:5</p> <p>meeting 1:2 2:2 3:1,18 4:1,20 5:1,13 6:1 7:1,23 8:1 9:1,25 10:1,2,19 11:1 12:1 13:1 14:1 15:1 16:1,10,25 17:1 18:1 19:1,10,18 20:1,15 21:1 22:1 23:1 24:1 25:1 26:1 27:1 28:1 29:1 30:1 31:1 32:1,20,24 33:1 34:1 35:1,23 36:1 37:1 38:1 39:1 40:1 41:1 42:1 43:1 44:1 45:1 46:1 47:1 48:1,18 49:1 50:1,8,19,20 51:1 52:1 53:1 54:1 55:1 56:1 57:1 58:1 59:1 60:1 61:1 62:1 63:1,6 64:1 65:1 66:1 67:1 68:1 69:1 70:1 71:1 72:1 73:1 74:1 75:1 76:1 77:1 78:1 79:1,13 80:1 81:1 82:1 83:1,22</p> <p>meetings 35:16,19 49:25 51:21,24 52:7 54:2</p> <p>member 63:10</p> <p>members 2:4 4:3,25 5:20 6:17 10:8 11:3,23 31:14 33:14 35:15 49:18 51:22 52:23 53:10,18,23 55:11,12,19 66:11 75:20 76:17 78:11,12 82:15 83:12</p> <p>membership 49:21 51:23 57:3</p> <p>mentioned 44:2 71:22</p>	<p>met 17:9 55:14,16 70:5 76:18</p> <p>Michael 71:2,25 72:6 74:6,14</p> <p>microsite 73:3</p> <p>middle 16:23 28:5,14 32:11,13 33:10,20 34:2,4 36:3,15 40:2,20 43:15 47:19 48:15 56:21 58:10,22 59:9,24 61:5 63:23</p> <p>mileage 22:3</p> <p>million 15:3,11</p> <p>minute 40:7</p> <p>minutes 5:11 68:18 73:10</p> <p>mission 40:25 47:11 57:5</p> <p>mitigate 14:5 15:12,19</p> <p>mom 81:18</p> <p>moment 7:8</p> <p>Monday 13:7 68:10 69:11</p> <p>money 18:23 44:17 77:11 79:24 80:4,8,18,20,23</p> <p>MONGO 36:20</p> <p>monitoring 12:21 48:17 49:6,7 51:9 55:3,9</p> <p>month 13:8</p> <p>monthly 39:9 50:9,24 55:14</p> <p>months 45:2 62:21,23</p> <p>Morgo 2:10 19:17 23:15 24:5,6 25:14,23 26:7,12 27:6 56:3,7 58:17,21 62:17,22</p> <p>morning 3:3,15 4:17 7:6 12:13 66:10 75:14</p> <p>mother 82:4</p> <p>motion 3:17,19</p>	<p>4:10,19 5:8,10,15 6:3,6,24 9:24 10:15,17,20 11:10,12 12:6 83:6,19</p> <p>MOU 68:14</p> <p>move 60:10 81:15</p> <p>moved 3:23 4:21 6:10 10:3 11:16 83:7</p> <p>moving 13:9 14:9 32:21 37:6 44:14,24 45:20 47:5 48:8 50:6 61:6</p> <p>MRT 39:11</p> <p>multiple 41:19</p> <p>myself 17:9 30:12</p> <hr/> <p style="text-align: center;">N</p> <hr/> <p>narrative 49:5,8</p> <p>NATHANIEL 33:13 36:22 56:24 58:19 61:23 62:20 63:25 64:9,13</p> <p>nation 3:11</p> <p>National 29:21 70:24 71:3</p> <p>nature 21:6</p> <p>necessarily 37:21</p> <p>nervous 63:13</p> <p>net 8:5</p> <p>networking 69:16</p> <p>nevertheless 64:5</p> <p>news 13:2</p> <p>newscasts 66:24</p> <p>nice 71:13</p> <p>night 21:8 30:13,21</p> <p>nine 62:21,22</p> <p>nominal 79:17</p> <p>nominate 23:15</p> <p>nonperishable 72:5 74:24</p> <p>Nos 11:13</p> <p>Notary 84:3 85:25</p>	<p>note 30:8,18 46:10</p> <p>noted 42:9</p> <p>not-for-profit 24:25</p> <p>November 7:17,22 17:8 27:22 29:16 38:12,13</p> <hr/> <p style="text-align: center;">O</p> <hr/> <p>objective 33:22 44:8</p> <p>objectives 41:5,9 57:17</p> <p>obviously 51:12 71:18 77:6,18 80:7</p> <p>occasions 20:6</p> <p>occurred 32:20</p> <p>o'clock 69:2</p> <p>O'Connor 24:12</p> <p>October 5:12 7:11,12,22 8:3,4 10:18 16:11 45:17 69:11</p> <p>offer 9:8</p> <p>office 9:16,18 35:15 36:6 68:10 79:14,15</p> <p>offset 77:4</p> <p>O'Hara 2:19</p> <p>okay 9:20 17:23 25:23 26:14 60:4 62:8</p> <p>old 21:11</p> <p>older 18:19</p> <p>onerous 27:7</p> <p>ones 35:8</p> <p>ongoing 30:5</p> <p>open 54:3</p> <p>operating 48:25 65:18</p> <p>operation 45:13 71:9</p> <p>operational 43:7 44:10,13,23 45:6,23,25 46:6,15 80:21</p> <p>operations 15:8 28:24 67:6</p> <p>opportunities 1:14</p>
--	--	--	--



<p>opportunity 38:2 56:14 66:13 78:2</p> <p>opposed 4:5 5:3,22 6:19 8:20 10:10 11:5,25 83:14</p> <p>order 2:2 4:20 10:2 14:7 42:24</p> <p>organization 20:25</p> <p>organizations 72:11 73:13</p> <p>outcome 46:22 47:2 84:16</p> <p>outcomes 46:25 47:12,13 57:11,13,18 61:24</p> <p>outerwear 72:8</p> <p>outlined 33:5 53:2</p> <p>out-of-state 71:4</p> <p>output 78:7</p> <p>outside 73:6 80:13</p> <p>overarching 50:15</p> <p>overseeing 55:6</p> <p>oversight 29:8 54:25 55:9</p> <p>overwhelming 63:9 73:24</p> <hr/> <p style="text-align: center;">P</p> <hr/> <p>packet 7:15</p> <p>PAGE 85:5</p> <p>paid 77:2</p> <p>pantries 72:2</p> <p>paperwork 27:10</p> <p>pardon 51:25</p> <p>parents 77:16</p> <p>participate 53:11,24</p> <p>particular 27:11 35:18 73:18,23</p> <p>particularly 20:4 21:3</p> <p>parties 84:14</p> <p>Partnership 24:24</p> <p>party 21:8 30:11</p>	<p>passed 81:18</p> <p>past 13:6 26:21,24 35:9 38:12</p> <p>Paul 2:11 5:14 10:20 22:18 30:23</p> <p>pause 66:22</p> <p>pay 34:13 79:24</p> <p>payments 77:22</p> <p>peer 36:4</p> <p>people 41:12 69:12 72:21 73:5,6,21 77:9,13 78:22 80:13 81:2</p> <p>per 79:23</p> <p>percent 14:10,13,20,23 15:8,25 35:11 41:6</p> <p>perhaps 77:20</p> <p>period 7:11,19 13:16 62:14 65:13</p> <p>Periodic 34:3 62:2</p> <p>permissible 26:23</p> <p>permit 23:22</p> <p>persist 76:8</p> <p>person 54:11</p> <p>personal 21:6 23:4,21</p> <p>personnel 3:20 12:23 19:13 22:17 39:8 67:6 69:24 70:18</p> <p>pertains 16:23</p> <p>pet-friendly 71:24</p> <p>Petrizzo 2:21 17:20 24:12 25:12,21</p> <p>Phi 74:8</p> <p>philosophical 58:8</p> <p>phone 68:7</p> <p>physical 1:12</p> <p>pick 14:22</p> <p>pieces 55:21</p> <p>Pine 17:17</p> <p>placed 34:11,21 35:8</p> <p>plan 28:8 32:21 33:19 38:14 39:15 40:6,21</p>	<p>42:4,13 45:4,5 56:2 61:11,14 67:18 70:7</p> <p>planning 15:6 36:6,9 37:11,17 41:13,15 42:5,7,10,20,25 43:8,11,12 44:5,10,11,24 45:6,18,19,25 46:7,15 47:21 50:4,10 54:18 57:4 58:2 61:3</p> <p>plans 63:22 67:6</p> <p>please 3:3 46:10 83:2</p> <p>pledge 3:5,7,8</p> <p>pocket 79:21</p> <p>point 8:8 12:8 14:3 27:18 33:11 39:22 52:20,24 75:7 81:15</p> <p>pointed 38:6 57:24 58:11</p> <p>Police 70:16,17</p> <p>policy 16:14 30:3</p> <p>Pontieri 2:11 5:14 10:20 22:18 30:23</p> <p>portion 44:12</p> <p>position 8:17 23:17,18 43:22</p> <p>positions 15:22</p> <p>possibility 27:4</p> <p>possible 26:17 51:8 61:24</p> <p>power 39:22 65:6,10,15 68:4</p> <p>prepare 29:22,25 67:10</p> <p>presence 18:9</p> <p>present 2:4,15 3:8 7:3,21 12:10 18:3 30:16 33:17 75:25</p> <p>presentation 33:10 64:19 70:8</p> <p>presentations 81:13</p> <p>President 2:16,18,19 7:3 9:22 21:14,19 31:4 36:8,14 38:13 66:10 67:16 68:2</p>	<p>70:5 71:19 72:17</p> <p>pressing 16:22</p> <p>pressure 24:5</p> <p>pretty 78:22</p> <p>prior 24:14 42:16 49:22 57:21</p> <p>priorities 28:16 29:14</p> <p>priory 28:3</p> <p>privilege 23:18</p> <p>proactive 68:20 69:6</p> <p>probably 19:25 20:19 25:2 36:2 57:8 59:18 66:22 68:2,13 72:25</p> <p>procedure 30:4</p> <p>procedures 28:24 37:3 69:4</p> <p>proceeding 17:14</p> <p>process 13:11 28:9 40:10 42:10 43:24 46:8,20 48:9 49:20 51:14 52:25 55:6 61:3,15 78:14</p> <p>processes 40:13,17 47:15,17 48:12 60:11</p> <p>Professor 66:21</p> <p>profit 8:5</p> <p>program 46:22</p> <p>programs 28:21</p> <p>progress 33:2 39:10 44:6 49:3 50:10,24 51:18 52:11 53:16</p> <p>projecting 12:15</p> <p>projects 17:10</p> <p>promotes 1:11</p> <p>proper 29:4</p> <p>property 67:12 71:2</p> <p>prosperous 31:19</p> <p>protecting 67:12</p> <p>proud 38:9</p> <p>provide 9:9 30:5 68:15 70:16,25 79:15,20</p> <p>provided 71:23</p>
--	--	---	---



<p>providing 71:15</p> <p>PRR 34:9 38:5 61:25</p> <p>Public 69:22 84:3 85:25</p> <p>publically 24:20</p> <p>Pugh 32:10 33:12,13 36:22 45:22 48:19 54:8,15,19,20 56:13,24 58:19 61:23 62:20 63:25 64:9,13</p> <p>pumps 65:9</p> <p>purchases 8:20</p> <p>purpose 44:18 80:9</p> <p>pursue 20:22</p> <p>pushing 51:10</p> <p>puts 37:5 43:21 52:15</p> <p>putting 74:15,21</p> <hr/> <p style="text-align: center;">Q</p> <hr/> <p>quality 46:5,6</p> <p>quarterly 29:13</p> <p>question 56:4,16 58:18 61:20</p> <p>questions 8:25 13:17 24:9 37:4 53:22 54:4 80:24</p> <p>quickly 40:13</p> <hr/> <p style="text-align: center;">R</p> <hr/> <p>raise 14:14 24:8 37:4 80:18,20,23</p> <p>raised 24:10 34:2</p> <p>raising 80:4</p> <p>rallying 72:13</p> <p>razors 72:5</p> <p>reached 75:16</p> <p>reaching 49:14</p> <p>ready 45:3</p> <p>reaffirm 62:3</p> <p>reaffirmation 58:13</p> <p>really 37:7,9 43:15 46:18 47:18 66:18</p>	<p>69:8,12,17,19 71:8 72:14 73:14 78:2 79:17</p> <p>reason 57:10 73:22 85:7,9,11,13,15,17</p> <p>reasonable 62:14,18</p> <p>recall 26:5 73:17</p> <p>receipts 8:21</p> <p>received 7:14 32:12 56:20 78:20</p> <p>recent 35:9</p> <p>recently 18:22</p> <p>recommendation 36:5</p> <p>recommendations 27:17 62:5</p> <p>reconcile 9:13</p> <p>reconciliations 9:18</p> <p>record 26:15 84:10</p> <p>rectified 59:8</p> <p>redo 57:5</p> <p>reestablish 65:18</p> <p>regard 34:10 57:18 65:5</p> <p>regarding 16:13,18 35:17</p> <p>regards 32:25 53:15,25 65:6</p> <p>regional 35:16,19</p> <p>regularly 50:9 55:17</p> <p>reimbursed 78:25</p> <p>reimbursement 79:2</p> <p>related 84:13</p> <p>relationship 20:4</p> <p>released 79:22</p> <p>relevant 47:16</p> <p>Relief 73:12 75:25</p> <p>Relier 79:7</p> <p>relies 46:20</p> <p>rely 78:7</p> <p>relying 77:15</p> <p>remember 45:16</p>	<p>remembered 82:3</p> <p>removed 62:23</p> <p>rendered 34:9</p> <p>replace 77:12 78:3</p> <p>replacement 77:25 79:3</p> <p>report 7:9,13,25 23:2 27:20 28:7,15 30:20 31:12 33:18 34:4,6 39:11 40:16 47:20 48:17 49:6,7 51:2,9 59:11,15 60:6,7 62:2</p> <p>Reporter 2:22</p> <p>reporting 32:23 53:14</p> <p>reports 7:4,22 12:11 16:7 39:10</p> <p>representation 29:5 33:9</p> <p>reprimand 61:21</p> <p>Republic 3:10</p> <p>request 3:17,18 4:19 5:10 6:6 9:24 10:17 11:12 80:12,14,16</p> <p>requests 77:8 79:4</p> <p>required 25:13 62:7</p> <p>requirements 24:14</p> <p>residents 18:5</p> <p>resolution 6:7 11:13 17:15</p> <p>resolve 33:25</p> <p>resources 37:10</p> <p>respective 32:8</p> <p>respond 34:23 36:18 38:4,8,17 40:2 43:23 57:23</p> <p>responded 35:16 37:24</p> <p>responding 61:5</p> <p>response 4:6,9 5:4,7,23 6:2,14,20,23 10:11,14,24 11:6,9,20 12:2,5 28:14 32:14 33:20 48:15 66:5,16 69:7</p>	<p>70:10 73:8,24 76:6 81:7,8 83:15,18</p> <p>responsibilities 20:2</p> <p>responsibility 23:6,23</p> <p>responsible 41:7 46:5 51:17 55:5</p> <p>responsive 21:3</p> <p>rest 71:17</p> <p>restraints 23:22</p> <p>results 45:14 48:6</p> <p>retreat 16:20 24:10 26:3 27:22,24 28:2 29:16 30:7 56:10</p> <p>retreats 29:13 30:2</p> <p>revenue 8:3,23 12:20</p> <p>revenues 12:16</p> <p>review 28:13 30:2 34:4 41:22 46:24 47:14 55:3,10 59:18 62:2</p> <p>reviewed 41:3</p> <p>Reviewing 28:8</p> <p>reviews 41:19</p> <p>revise 26:25</p> <p>revised 43:25</p> <p>revising 42:12,22</p> <p>revisions 46:13</p> <p>Reynolds 65:23 66:4,8 73:9 75:8,13</p> <p>rightfully 42:9</p> <p>rigs 71:7</p> <p>rise 3:3</p> <p>roles 32:8</p> <p>room 1:4 65:3 82:15</p> <p>round 15:14</p> <p>roundtable 81:15 82:9</p> <hr/> <p style="text-align: center;">S</p> <hr/> <p>safe 31:10</p> <p>Safety 69:22</p> <p>Sanders 2:12 4:21 10:21 11:17 16:9,10 17:3 61:19</p>
--	---	---	--



<p>Sandra 2:19</p> <p>Sandy 64:22 66:16,18</p> <p>Sarah 71:10</p> <p>satisfied 59:8</p> <p>Saul 2:9 3:24 6:11 10:3 22:25 83:7</p> <p>savings 15:18</p> <p>saw 36:11 48:10</p> <p>SCCC 3:1 4:1 5:1 6:1 7:1 8:1 9:1 10:1 11:1 12:1 13:1 14:1 15:1 16:1 17:1 18:1 19:1 20:1 21:1 22:1 23:1 24:1 25:1 26:1 27:1 28:1 29:1 30:1 31:1 32:1 33:1 34:1 35:1 36:1 37:1 38:1 39:1 40:1 41:1 42:1 43:1 44:1 45:1 46:1 47:1 48:1 49:1 50:1 51:1 52:1 53:1 54:1 55:1 56:1 57:1 58:1 59:1 60:1 61:1 62:1 63:1 64:1 65:1 66:1 67:1 68:1 69:1 70:1 71:1 72:1 73:1 74:1 75:1 76:1 77:1 78:1 79:1 80:1 81:1 82:1 83:1</p> <p>schedule 21:15</p> <p>scheduling 53:25</p> <p>scholarship 16:15 76:10</p> <p>school 58:4 77:15</p> <p>Scott 66:21</p> <p>season 31:6,10</p> <p>second 3:24 4:22 5:17 6:11 10:5,21 11:17 60:6,13,14 74:12 83:9</p> <p>Secretary 2:8</p> <p>security 69:24</p> <p>seek 29:18</p> <p>seen 60:21 77:8 79:5</p> <p>segregated 80:20</p> <p>semester 8:19</p> <p>send 59:12 82:24</p>	<p>sent 76:25 80:12,15 81:22</p> <p>separate 24:16 25:10</p> <p>September 47:9 50:17 60:24 61:13 63:22</p> <p>series 29:8</p> <p>serious 64:6</p> <p>seriously 67:3</p> <p>service 31:17 71:16</p> <p>services 16:8 28:21 76:19 79:11,15</p> <p>serving 23:18 32:7</p> <p>session 3:19 4:14 22:20 53:20</p> <p>setting 56:17</p> <p>setup 26:24</p> <p>seven 59:7 60:16,17</p> <p>seven-day 65:13</p> <p>several 35:15 69:12 71:7</p> <p>share 34:15 71:17 81:16</p> <p>Shaun 2:16 14:2 15:4 21:25 31:13 52:22 55:8,23 59:5 62:25 64:17 81:11 82:10 83:3</p> <p>shelter 68:15 71:24</p> <p>she's 30:24 36:24 49:17</p> <p>shine 38:3</p> <p>short 43:5</p> <p>shortcomings 38:24</p> <p>shot 14:17</p> <p>showing 8:8 48:5</p> <p>shows 44:19</p> <p>Shults 32:10 33:12,16 35:14 37:18 38:25 39:14,16,17 54:13 55:2 57:24</p> <p>SIGNATURE 85:20</p> <p>signed 73:25</p> <p>similar 78:14,22</p>	<p>similarities 37:8</p> <p>simply 8:10 34:16</p> <p>simulcast 36:25</p> <p>simultaneously 61:4,7</p> <p>sir 36:23 56:25</p> <p>sit 59:13</p> <p>sits 78:19</p> <p>situation 70:21</p> <p>six 15:11 16:14 26:22 57:14 61:24 78:20</p> <p>sketch 33:18</p> <p>skipped 51:25</p> <p>small 8:16 44:16 59:12 60:8</p> <p>social 1:13</p> <p>society 1:16</p> <p>someone 19:4 64:21 69:3</p> <p>sometime 40:4</p> <p>son 30:16</p> <p>sorrow 81:24</p> <p>sorry 58:20</p> <p>sort 67:10 71:7 74:17</p> <p>sorts 80:6</p> <p>space 70:25</p> <p>speak 32:11 66:14 75:8</p> <p>special 53:20</p> <p>specific 38:15</p> <p>specifics 39:20</p> <p>spirit 25:3</p> <p>sponsors 18:24</p> <p>spreading 75:2</p> <p>spring 40:22 46:12</p> <p>staff 9:16 18:20 31:7,16 35:15 36:10 46:19 49:15 64:25 65:23 66:2 73:6 74:2 75:20 76:17 78:10,11 79:14,19 81:3 82:14,19,23</p> <p>stages 40:25</p>	<p>standard 35:18 36:4 42:6 43:16,19 47:23 52:5 54:21</p> <p>standards 28:7 34:25 36:19 37:7,9,13,15,23 38:20,22 39:6 40:10 42:18 43:18,23 52:4 54:15</p> <p>stands 3:11</p> <p>start 45:3 50:16 51:4</p> <p>started 13:6 46:13,15,16 48:11 72:9 79:25</p> <p>starting 46:12</p> <p>State 8:10 31:9,25 32:13 35:20 68:23 84:4</p> <p>statement 57:6 63:4</p> <p>statements 7:17</p> <p>States 3:10 16:23 28:6,14 32:11 33:10,20 34:2,4 36:3,15 40:2,20 43:16 47:20 48:15 56:21 58:10,23 59:10 61:5 63:24</p> <p>stemming 29:15</p> <p>step 32:10</p> <p>steps 39:15 52:11</p> <p>Steve 69:15</p> <p>stiffer 62:6</p> <p>stop 23:8</p> <p>storm 64:22 66:5,25 67:10,11 68:5,9 69:10,13 70:3,14,22,24 72:14 75:21</p> <p>story 66:17 69:9</p> <p>strategic 28:8 40:5,21 41:13,15 42:4,10 44:10 45:4,5 57:4</p> <p>strategies 29:9</p> <p>strategy 75:19</p> <p>strides 31:20</p>
--	---	---	--



<p>strong 60:23 61:10</p> <p>structure 29:3</p> <p>structures 57:21</p> <p>struggled 65:6</p> <p>student 2:13 12:19 16:8 28:10,12,22 47:12 53:7,18 54:21 61:18 71:22 76:15,19,23 79:11,14,16</p> <p>students 14:15 31:8,16 46:21 58:5 64:24 67:24 72:6 73:5 74:2 75:19 76:8,16,22 77:3,21 79:20</p> <p>stuff 19:5</p> <p>subcommittee 53:6 63:6,17</p> <p>submit 59:11,16 60:7,23 63:23</p> <p>submitted 34:3 59:16 60:14 76:24</p> <p>submitting 60:18</p> <p>SUBSCRIBED 85:22</p> <p>success 28:11,22</p> <p>successfully 76:8</p> <p>successor 23:14</p> <p>suffered 65:5</p> <p>Suffolk 1:3,11 7:9 8:7 25:5 35:10 68:11,14 70:11,16 72:12 73:7</p> <p>suitably 21:17</p> <p>summary 30:6</p> <p>Summit 29:21</p> <p>Sunday 21:16</p> <p>SUNY 35:12,17 58:11 69:3</p> <p>super 64:22 66:25</p> <p>supplies 12:24</p> <p>support 70:18 77:19 81:21 82:8</p> <p>supports 77:21</p> <p>sure 36:16 43:3,25</p>	<p>44:20 48:23,25 50:22 52:7 57:12 74:25 75:3 83:3</p> <p>surprise 63:18</p> <p>sustain 62:16</p> <p>sworn 84:7 85:22</p> <p>sympathy 82:3</p> <p>system 42:25 48:2</p> <p>systematic 45:8</p> <p>systems 42:23,25 69:20</p> <hr/> <p style="text-align: center;">T</p> <hr/> <p>taking 16:19 50:4</p> <p>talk 17:12,17 40:12 46:9 68:17 73:10 74:13</p> <p>talked 26:2 48:3</p> <p>task 16:15 38:19,21 39:9 40:18,21 41:17 48:16,17 49:4,13 50:19 51:15,24 52:2,4 54:6,23 55:3,7,10,17 56:18</p> <p>teaching 58:5</p> <p>team 55:4,13 59:13 63:14</p> <p>teams 33:7 49:21,23 50:8</p> <p>technical 30:5</p> <p>technology 17:6 69:16</p> <p>term 45:17 62:16</p> <p>terms 34:24 37:5 38:16 61:20 62:6 76:20</p> <p>testimony 84:6,10</p> <p>text 78:3</p> <p>thank 9:20,21 16:5 19:14,15,21 20:10 21:7 22:5,22 27:15 30:9,13,17 31:4,11,17 32:5 39:17,18 55:25 64:13,15 66:9,13 69:14 71:18 75:13 80:25 81:9,17,22 82:6,14,19,22 83:4</p>	<p>thanks 36:10</p> <p>Thanksgiving 73:17,20 81:19</p> <p>that's 8:17 15:9 18:16 19:19 30:6 31:2 38:15 44:9 45:18,19 48:7 49:12 51:9 52:19 54:18 59:17 62:8</p> <p>therefore 23:7</p> <p>there's 17:18 18:7 22:2 44:4 48:24 52:3 58:8 59:24 61:14 64:18 73:20 80:9 81:6</p> <p>Theresa 2:12 4:21 10:21 11:17 17:3 61:19 63:3</p> <p>Theresa's 26:4</p> <p>Theta 74:8</p> <p>they'll 8:13 51:18 52:8 55:5</p> <p>they're 19:3 43:10 48:13 50:23 51:16 55:12 61:8 78:25</p> <p>They've 48:19</p> <p>THIS__DAY 85:23</p> <p>thoughts 27:16</p> <p>threatening 28:24</p> <p>three-way 68:25</p> <p>throughout 13:8 35:20 70:6</p> <p>thumb 33:18</p> <p>THURSDAY 1:7</p> <p>timeline 50:15,16 58:25</p> <p>timelines 48:10</p> <p>tobacco 16:13</p> <p>today 30:15 66:14 76:5</p> <p>today's 16:24 17:16</p> <p>tool 29:6</p> <p>totally 23:23</p> <p>tour 71:12</p> <p>toward 23:12</p> <p>towards 33:3 44:6</p>	<p>45:20 56:21 72:9</p> <p>town 71:6</p> <p>track 50:4,7,9</p> <p>traded 24:20</p> <p>training 29:18</p> <p>transaction 9:13</p> <p>transcript 84:9</p> <p>transfer 8:13</p> <p>transforms 1:15</p> <p>transitional 7:19</p> <p>transportation 77:14 79:2</p> <p>tree 30:17</p> <p>tremendous 64:23 82:20</p> <p>trucks 71:7</p> <p>true 84:9</p> <p>truly 72:11</p> <p>trust 23:20</p> <p>Trustee 2:9,10,11,12,13 3:4 10:2,19 16:8,20 17:7 23:15 24:5 29:24 81:17 82:5</p> <p>Trustees 1:2 3:18 7:7 20:16 29:17 31:15 33:15 50:21 66:12 83:21</p> <p>try 15:12 50:18 65:17</p> <p>trying 15:5 33:23 40:17 63:11 68:20 77:11</p> <p>Tuesday 41:23 74:14</p> <p>tuition 12:19 14:14</p> <p>turn 33:11 39:14 66:7</p> <p>turned 61:25 65:23</p> <p>TVs 66:24</p> <p>type 81:5</p> <hr/> <p style="text-align: center;">U</p> <hr/> <p>unable 32:16</p> <p>unbelievable 71:8</p>
--	---	---	---



<p>unbelievably 71:14</p> <p>understand 13:25 16:22 23:25 58:12 63:8</p> <p>unfortunately 16:21 23:21</p> <p>union 21:7</p> <p>unit 14:11 32:3</p> <p>United 3:9</p> <p>units 45:9,10</p> <p>unreconciled 7:13,15,24 9:14</p> <p>update 16:16 17:10</p> <p>updated 50:23 53:4</p> <p>updates 16:17</p> <p>upon 14:10 32:15 44:20</p> <p>usually 73:20</p> <p>utility 71:4</p> <p>utilizing 53:3</p> <hr/> <p style="text-align: center;">V</p> <hr/> <p>vacant 70:25</p> <p>variety 74:18</p> <p>vehicles 71:4</p> <p>verbal 4:6,9 5:4,7,23 6:2,14,20,23 10:11,14,24 11:6,9,20 12:2,5 83:15,18</p> <p>via 67:5</p> <p>Vice 2:7 9:22 30:12 36:8,14 67:16 68:2</p> <p>vision 41:2 57:6</p> <p>visit 36:15</p> <p>visiting 59:13</p> <p>Vizzinni 48:21 54:7,14</p> <p>voicemail 71:13</p> <p>voucher 76:15</p> <p>vouchers 77:25</p> <p>VP 37:11 51:16 52:6 54:14</p>	<p>VPs 16:17</p> <hr/> <p style="text-align: center;">W</p> <hr/> <p>wake 81:20</p> <p>Walter 2:7 3:6,22 4:22 6:9 19:24 20:13 22:2,5,10 26:16 30:9,19 82:16</p> <p>warning 34:11,16,21,24 35:7,9,13 56:8,20 58:22,25 60:3 61:21 62:23 63:13</p> <p>Washington 29:20</p> <p>water 65:16</p> <p>ways 14:21 15:7 60:10 65:2 81:21</p> <p>weather 66:23</p> <p>we'd 82:16</p> <p>Wednesday 41:23</p> <p>week 35:22 43:17 69:13 70:2 72:10 80:15</p> <p>weeks 42:2</p> <p>welcome 4:17 22:8</p> <p>we'll 9:8 17:24 27:4 40:17 41:25 59:25 60:4 82:24</p> <p>Wellness 17:14</p> <p>we're 8:18 9:5 14:19,21 15:5,12,16 16:6 25:13 31:24 33:6,23 36:16 38:8,18 39:4 40:24 41:21 42:12,21 43:3 45:2,8,20 48:7,25 50:6,16,18 51:3,10,14 53:4 58:6,23 60:23 61:4 64:9 70:12 72:19 74:15,21,23 75:2,4,9</p> <p>we've 13:9 31:20 41:11 42:15 43:25 46:24 49:11 53:2 59:14,15 60:21,22 61:17 64:20 66:15 75:22 77:8 79:5 82:20</p>	<p>WHEREOF 84:17</p> <p>Whereupon 4:13 83:21</p> <p>whether 50:5 59:12 76:9</p> <p>whole 26:19 51:13</p> <p>whose 84:6</p> <p>wide 75:2,11</p> <p>Williams 68:12</p> <p>wish 31:5</p> <p>wished 53:11</p> <p>WITNESS 84:17 85:4,20</p> <p>witness(es) 84:6,11</p> <p>wonderful 21:20 31:9</p> <p>work 9:17 17:24 19:8 33:7 36:16 50:17 53:24 69:23</p> <p>worked 15:24 18:24 32:4 75:23</p> <p>workers 69:25</p> <p>working 31:22 37:18 48:23 53:5 63:19 65:14 66:6</p> <p>works 59:9 60:2</p> <p>workshops 45:21 47:7</p> <p>worry 21:12</p> <p>writer 52:13</p> <p>write-up 60:13</p> <p>writing 51:4,6,10</p> <hr/> <p style="text-align: center;">Y</p> <hr/> <p>year-and-a-half 56:25</p> <p>yearly 47:3</p> <p>yesterday 49:16</p> <p>yet 8:12 60:5 78:24</p> <p>York 1:5 68:23 80:14 84:4</p> <p>you've 61:25 63:16</p> <hr/> <p style="text-align: center;">Z</p> <hr/> <p>zero 14:9</p> <p>zero-growth 13:12,19</p>
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