

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

THURSDAY, SEPTEMBER 19, 2013

9:00 A.M.

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PRESENT:

- DR. SHAUN L. MCKAY, SCC PRESIDENT
- DAFNY IRIZARRY, CHAIRWOMAN
- BRYAN LILLY, TRUSTEE
- THERESA SANDERS, TRUSTEE
- FELIPE A. ESPITIA, TRUSTEE
- BELINDA ALVAREZ-GRONEMAN, TRUSTEE
- EVON WALTERS, ASSOC VICE PRESIDENT
FOR STUDENT AFFAIRS
- LOUIS PETRIZZO, COLLEGE GEN COUNSEL
- PAUL V. PONTIERI, JR., TRUSTEE
- ANNE B. SHYBUNKO-MOORE, TRUSTEE
- JAMES MORGO, TRUSTEE



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WALTER C. HAZLITT, TRUSTEE
SANDRA O'HARA, ASSIST TO SCC
PRESIDENT
CHRISTOPHER ADAMS, EXEC ASSIST TO
PRESIDENT



September 19, 2013 Board of Trustees General

2 THE CHAIRWOMAN: Mr. Hazlitt,
3 can you lead the pledge, please.

4 MR. HAZLITT: Let the record
5 show that at 9:02 we are calling the
6 meeting to order, and I am doing the
7 Pledge of Allegiance, assuming, I can
8 remember what it is.

9 (Whereupon, Trustee Hazlitt led the
10 recitation of the Pledge of
11 Allegiance.)

12 THE CHAIRWOMAN: If we could
13 stand to observe a moment of silence
14 in honor of our presiding officer of
15 the Suffolk County legislation.

16 Thank you.

17 We'll have a swearing of our
18 new student trustee, Trustee Espitia.

19 (Swearing in of Student Trustee
20 Espitia.)

21 THE CHAIRWOMAN: At this time,
22 we would like to recognize some
23 guests. Interim Athletic Director
24 Foley for presentation.

25 MR. ADAMS: Madam Chairwoman,



September 19, 2013 Board of Trustees General
2 we're waiting for the student athlete
3 and his family, and I will ask to
4 proceed, if it's okay with you, to
5 recognize the special guests and new
6 employees.

7 THE CHAIRWOMAN: Introductions.

8 Sure.

9 MR. ADAMS: Chairwoman

10 Irizarry, members, and board of
11 trustees, I would like to introduce
12 Dr. Silvia Diaz.

13 Dr. Diaz is a Bronx, New York
14 native. She moved to Long Island with
15 her family in 1971. She graduated
16 from St. Joseph's College with a
17 Bachelors of Arts in Human Relations
18 and psychology. Thereafter, Dr. Diaz
19 was appointed to a position at the
20 Town of Brookhaven's Youth Bureau,
21 where she coordinated the town's first
22 Hispanic outreach project.

23 In 1991, Dr. Diaz received the
24 Richard Daly Memorial Alcoholism
25 Studies Scholarship Award for her



2 September 19, 2013 Board of Trustees General
3 dedication and service to the Latino
4 community. She later completed a
5 graduate degree in social work at SUNY
6 Stony Brook while attending the
7 alcoholism studies' institute.

8 In 1994, Dr. Diaz was appointed
9 by then County Executive Robert J.
10 Gaffney to head the Office of Minority
11 Affairs. As special assistant for
12 minority affairs, Dr. Diaz worked
13 tirelessly to promote the economic
14 development of minority and women
15 owned businesses in Suffolk County by
16 providing technical assistance and
17 training to over 1,500 minority and
18 women business owners.

19 In 2001, she was appointed to
20 the position of Chief Deputy
21 Commissioner for the Suffolk County
22 Department of Social Services, where
23 she was responsible for and
24 coordinated the operations of public
25 assistance, Medicaid, child support
enforcement, housing, family and



2 September 19, 2013 Board of Trustees General
children's services, finance,
3 personnel, and information and
4 technology.

5 In January of 2003, Dr. Diaz
6 began serving as Regional Vice
7 President of New York Cancer Society.

8 In 2011, Dr. Diaz once again
9 graduated college, this time with a
10 Ph.D. from SUNY Stony Brook in the
11 School of Social Welfare.

12 In August of 2013, Dr. Diaz
13 proudly joined the Suffolk Community
14 College foundation as director of
15 development. She is excited to begin
16 to tell the story of how Suffolk plays
17 a significant and transformative role
18 in the lives of so many.

19 Dr. Diaz.

20 DR. DIAZ: Good morning and
21 thank you all. It's certainly my
22 honor to be here amongst some of the
23 brightest and the best in our
24 community. I am so thrilled and
25 excited to be joining this family here



2 September 19, 2013 Board of Trustees General
3 at Suffolk Community College. And as
4 Chris mentioned, I'm very excited to
5 be telling the exciting story of the
6 successes at Suffolk Community
7 College.

8 I can't thank you all enough
9 for the opportunity. I will make you
10 proud of the work that we do at the
11 foundation, and I am sure that in
12 partnership with everybody here in
13 this room, we will do great and
14 amazing things for this institution.

15 Again, so proud to be joining
16 this team. I couldn't step away
17 without offering a little plug to the
18 foundation. We are having our fashion
19 show, our 11th annual fashion show, on
20 October 10th, and some of the folks
21 here are actually modeling in the
22 fashion show. Others of you are
23 welcome and invited to participate.
24 We would love to see the trustees have
25 a table with us and we're excited
about this endeavor of the 11th annual



September 19, 2013 Board of Trustees General
2 event. Very excited and thank you all
3 for the opportunity. I will make you
4 proud, I promise.

5 (Applause.)

6 THE CHAIRWOMAN: On behalf of
7 the trustees, welcome Dr. Diaz. It is
8 a pleasure. We look forward to
9 working with you and to such great
10 qualifications, my God. I know we are
11 going to see great things coming up.

12 DR. DIAZ: Thank you.

13 MR. ADAMS: Charwoman Irizarry
14 and members of the board, I would also
15 like to introduce our new director of
16 business affairs of our association,
17 Barbara Hurst.

18 Barbara served previously as
19 the director of finance for the Long
20 Island Association For Aides Care
21 Incorporated. Previous to that, she
22 was accounting manager for the KORGE
23 USA, Incorporated. She is a Brentwood
24 native. Previously, she served as the
25 controller of the Child Care Action



September 19, 2013 Board of Trustees General
2 Campaign, and as the accounting
3 supervisor for the American Licensing
4 Group, LP.

5 She's has a Masters of Business
6 Administration from Dowling College,
7 and a Bachelors of Arts in accounting
8 from Baruch College in New York City.

9 Ms. Hurst.

10 MS. HURST: Good morning, all.
11 Thank you, very much for that warm
12 introduction. I'm happy to be here.
13 It's pleasure to join this warm
14 community. I'm happy to be in the
15 association, and I will be looking
16 forward to working with all and doing
17 great work for the association.

18 (Applause.)

19 THE CHAIRWOMAN: Again, on
20 behalf of the board of trustees, we
21 welcome you. We have been waiting a
22 very long time for you. We are glad
23 that you finally arrived.

24 MR. ADAMS: We're still waiting
25 on our student athlete.



September 19, 2013 Board of Trustees General

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THE CHAIRWOMAN: I'm going to

3

move at this time, I would like to

4

request a motion, to adjourn the board

5

of trustees meeting and go into

6

executive session to discuss a

7

personal matter relating to an

8

employment history of a particular

9

person and to discuss a settlement

10

offering in a particular litigation

11

matter.

12

All in favor? Oppose?

13

Abstention? Motion passed.

14

(Whereupon, the general meeting

15

was adjourned at 9:15 a.m.)

16

(Whereupon, the general meeting

17

reconvened at 12:01 p.m.)

18

THE CHAIRWOMAN: We would like

19

to recognize Athletic Director Foley

20

for a presentation of a student

21

athlete.

22

MR. ADAMS: Chairwoman, it

23

gives me great pleasure to introduce

24

Suffolk County Community College

25

student athlete, Dannie Holland, who



September 19, 2013 Board of Trustees General
2 is a Longwood High School graduate and
3 a two-time National Champion triple
4 jumper for Suffolk's track and field
5 team.

6 (Applause.)

7 MR. ADAMS: As a high school
8 student, Dannie was a stellar jumper
9 and qualified for the New York State
10 Championships. In his freshman year
11 at Suffolk, Dannie won the triple jump
12 at the NJCAA North East District
13 Championship and Division III National
14 Championship, and was a First Team All
15 American.

16 It was in his sophomore season
17 at Suffolk that Dannie really matured
18 as a triple jumper. During his
19 regular season, Dannie broke two meet
20 records and distinguished himself at
21 the legendary Penn Relays with a
22 second place finish against a field of
23 mostly four year schooling
24 competition. Capping the season with
25 his second triple jump national title



2 September 19, 2013 Board of Trustees General
3 and First Team All American honors at
4 the 2013 NJCAA Division III National
5 Championship. Dannie became the only
6 track and field athlete in Suffolk's
7 history to repeat as national
8 champion. Dannie's winning jump at
9 the national meet was a personal best
10 mark of 14.94 meters and a new school
11 record. He also finished 7th in the
12 long jump. Dannie will be graduating
13 from Suffolk this winter.

14 Congratulations.

15 (Applause.)

16 DR. MCKAY: At this point,
17 we'll present him with his national
18 ring. Again, it's a first for us at
19 the college and we're celebrating our
20 students and recognize the parents and
21 the coaches that are here.

22 Coach, can you come up.

23 AD FOLEY: Our two coaches I
24 would like to introduce, they do a
25 fabulous job with the track team. In
 the past years, we witnessed not only



September 19, 2013 Board of Trustees General
2 Dannie winning the national
3 championship, but there was also a
4 young woman who is now up at Buffalo
5 State, running up at Buffalo State,
6 who graduated from Suffolk. We are
7 becoming more prominent at the
8 national level as a team, not just
9 individually, and it's really due to
10 the diligence of Matt French, who is
11 the head coach, and Lauren Biscardi,
12 who is the assistant coach. They do
13 an outstanding job, not only in
14 season, but out of season. And for
15 those of you that know things about
16 athletics, it's not only in season,
17 but it takes dedication individually
18 as a coach out of season, and they do
19 a fabulous job at both of that.

20 (Applause.)

21 DANNIE HOLLAND: I want to
22 thank everybody for coming and
23 celebrating my winnings, I guess.
24 It's pretty tough. There was a lot of
25 training. I would like to thank Coach



September 19, 2013 Board of Trustees General
2 Biscardi and Coach French for helping
3 me achieve this goal. It's a great
4 honor and I hope for the future
5 anything that I could do to better
6 myself and maybe take it to the top.

7 DR. MCKAY: All right.

8 (Applause.)

9 THE CHAIRWOMAN: I want to
10 thank you every body for their
11 patience and understanding. As you
12 know, we take our roles here very
13 seriously. We like to spend the time
14 necessary to deliberate and have the
15 discussion we need to have in the
16 executive sessions, and I appreciate
17 the patience and your understanding.

18 At this time, I would like to
19 request a motion, presidential
20 evaluation motion, due to the revision
21 of the Scantron report this week, I
22 move that the board move the
23 presidential evaluation to the October
24 2013 board of trustees meeting.

25 MR. HAZLITT: So moved.



September 19, 2013 Board of Trustees General

2 THE CHAIRWOMAN: 2013.

3 All in favor?

4 THE BOARD: I.

5 THE CHAIRWOMAN: Oppose?

6 Abstention? Motion carries.

7 I request a motion to continue
8 the board of trustees meeting and
9 return the meeting to order.

10 MR. MORGO: I move.

11 MS. SANDERS: Second.

12 THE CHAIRWOMAN: All in favor?
13 Oppose? Abstention? Motion carries.

14 I request a motion for the
15 approval of the minutes of June 20,
16 2013 board of directors meeting?

17 MR. PONTIERI: Motion.

18 MR. MORGO: Second.

19 THE CHAIRWOMAN: All in favor?

20 THE BOARD: I.

21 THE CHAIRWOMAN: Oppose?

22 Abstention? Motion carries.

23 We would like to introduce
24 Associate Vice President Evon Walters
25 to present the financial reports.



September 19, 2013 Board of Trustees General

2 MR. WALTERS: Good morning.

3 Summarized is the unreconciled
4 financial report for the academic year
5 2012, 2013. This preliminary report
6 does not reflect completed journal
7 entries or year end entries.

8 Earlier, you were introduced to
9 the association's new business
10 director. We've begun the process of
11 conducting in depth reviews and we're
12 expected at the next board meeting in
13 October to have completed reconciled
14 reports that are more accurate.

15 The reports that we have here,
16 in column one, highlights the cost
17 centers that, in essence, represents
18 the association. Column two,
19 highlights the budgeted revenue.
20 Column three, is the actual revenue
21 for the year. Column four, highlights
22 the budgeted expenditures. And column
23 five, highlights the actual
24 expenditures. In column six, we have
25 the profit/loss as of August 31st. I



September 19, 2013 Board of Trustees General
2 draw your attention to four areas, the
3 Ammerman kids child care center, which
4 has a deficit which will be covered by
5 a subsidy that typically will come
6 from the campus' funds ballots. The
7 same for the Grant Campus as well.
8 That has a deficit of \$16,000. We're
9 expecting that to be covered by the
10 Grant Campus' fund balance.

11 In the deficit that we have for
12 the graduation piece, we expect to
13 have revenue coming in that, in
14 essence, will result in that being a
15 surplus. And with the culinary arts
16 catering, we expect for that to be
17 covered by the fund balance as well.

18 This ends the financial report.
19 It's on unreconciled. As I said
20 earlier, we expect to have a
21 reconciled report at the next board
22 meeting.

23 THE CHAIRWOMAN: Do we have a
24 copy of this? Were we provided a
25 copy?



September 19, 2013 Board of Trustees General

2 MR. ADAMS: It should be in one
3 of the packets. There was another
4 report that he was given.

5 THE CHAIRWOMAN: If we could
6 get a copy. Thank you.

7 Any questions?

8 At this time, I would like to
9 request a motion for the approval of
10 the associate -- there's another?

11 MR. ADAMS: The second one you
12 have in your packet. I apologize.

13 THE CHAIRWOMAN: Yes, this one
14 we do have.

15 MR. WALTERS: This report here
16 represents a proposed budget for 2013,
17 2014. This, in essence, represents
18 the various programs, activities,
19 clubs that, in essence, is supported
20 by the budget. This year's priorities
21 collectively across all three
22 campuses, an emphasis was placed in
23 multicultural affairs and athletics.
24 In the area of multicultural affairs,
25 there was an assortment of cultural



September 19, 2013 Board of Trustees General
2 leadership and social programs that
3 were reflected across all three
4 campuses. In the area of athletics,
5 there is a new women's lacrosse team.

6 The budget assumptions. In
7 essence, the budget was based off a
8 projected two percent deficit in its
9 enrollment and a two percent decrease
10 in both revenue and expenses.

11 Included within the budget is a two
12 percent salary increase for full-time
13 association employees.

14 In terms of the budget
15 comparison, we're looking here at what
16 was approved in 2012, 2013 and what is
17 proposed. Again, looking at the
18 bottom line here, again, it reflects a
19 two percent deficit, which, in
20 essence, amounts to, approximately,
21 \$90,000.

22 That ends the presentation. If
23 you have any questions?

24 THE CHAIRWOMAN: We have less
25 student fees due to enrollment?



September 19, 2013 Board of Trustees General

2 MR. WALTERS: Yes. Projected

3 enrollment was two percent deficit.

4 Thank you.

5 THE CHAIRWOMAN: Thank you,

6 Mr. Walters.

7 At this time, I would like to
8 request a motion for the approval of
9 association resolutions 2013 A14
10 through 2013 A19.

11 MR. HAZLITT: So moved.

12 THE CHAIRWOMAN: All in favor?

13 THE BOARD: I.

14 THE CHAIRWOMAN: Opposed?
15 Abstention? Motion carries.

16 I request a motion to adjourn
17 the board of directors meeting and
18 call a board of trustees meeting to
19 order. All in favor?

20 THE BOARD: I.

21 THE CHAIRWOMAN: Opposed?
22 Abstention? Motion carries.

23 I request a motion for the
24 approval of the minutes of the June
25 20, 2013 board of trustees meeting.



September 19, 2013 Board of Trustees General

2 MR. HAZLITT: So moved.

3 MR. MORGO: Second.

4 THE CHAIRWOMAN: All in favor?

5 THE BOARD: I.

6 THE CHAIRWOMAN: Opposed?

7 Abstention? Motion carries.

8 At that time, I would like the
9 college budget and financial reports
10 presented by Vice President Gail
11 Vizzini.

12 MS. VIZZINI: Good morning,
13 Madam Chair, trustees, and
14 Mr. President.

15 The college has begun its 2013,
16 2014 fiscal year on September 1st.
17 That adopted budget was loaded into
18 the financial system and we're moving
19 forward.

20 My office is in the process of
21 closing out the '12/'13 year.
22 Although, not all the transactions are
23 completed, as you can see from your
24 reports in your packet, we are
25 projecting a revenue shortfall of \$1.8



September 19, 2013 Board of Trustees General
2 million dollars. That's directly
3 related to the leveling off of the
4 enrollment. Enrollment for '12/'13
5 compared to last year, it leveled off
6 at about 2.7 percent. The budget was
7 predicated on a 1.5 percent, hence,
8 the shortfall.

9 But based on our monthly
10 monitoring of revenue and
11 expenditures, and our almost daily
12 monitoring of enrollment, we knew
13 during the course of the year that we
14 needed to be judicious and prudent.
15 We were able to closeout the '12/'13
16 fiscal year in the positive. Right
17 now, our numbers indicate that we will
18 be ending this year in the positive at
19 about \$1.83 million dollars. Thus, we
20 were prudent enough to cover the
21 shortfall in the revenue and then have
22 a positive fund balance.

23 If you recall, when we adopted
24 the '13/'14 budget, your policy was to
25 keep a modest tuition increase of \$150



2 September 19, 2013 Board of Trustees General
3 annually, but to balance '13/'14, we
4 authorized a transfer of \$1.81 million
5 from the reserve fund.

6 I report to you the good news
7 that with this positive monies
8 leftover from '12/'13, we are able to
9 replenish the reserve fund. The
10 reserve fund is right now \$21 million
11 dollars, which is, roughly, 11 percent
12 of the total budget. Adding the \$1.8
13 leftover from '12/'13, if that is the
14 final number, that will bring the
15 reserve up to \$22.9, almost 12 percent
16 of our adopted budget. Not quite the
17 15 percent that middle states
18 recommend. We would need another \$6.4
19 million, but very positive.

20 Any questions?

21 MR. MORGO: Just using
22 different language, the budget
23 committee haven't met. We ended the
24 fiscal year, 2012, 2013 with a
25 surplus, and we are able to use that
surplus to replenish the money we took



September 19, 2013 Board of Trustees General
2 from the reserves in order to progress
3 this budget. So, in a sense, we did
4 well. It's almost like a wash?

5 MS. VIZZINI: Yes.

6 MR. MORGO: Or in other circles
7 we could say a push.

8 I just wanted to make sure.
9 Because when you get to different
10 terms, surplus, then you get other
11 terms, you go on-line, is the fund
12 balance, but that's essentially what
13 happened.

14 MS. VIZZINI: One more point,
15 from your understanding, the college
16 is required, when we end the year in a
17 positive, to put that in the reserve.

18 I would like to bring your
19 attention to another item that's
20 before you, it's item 11 a resolution
21 for you to adopt. It will authorize
22 the recommendation to award our
23 banking services contract. We pay our
24 bills, our accounts payable, and we
25 pay our employees through TD Bank. TD



2 September 19, 2013 Board of Trustees General
3 Bank changed their method of
4 collateralization. It's not
5 acceptable to either the county
6 treasurer, and since the college
7 patterns our investment and policy
8 after our sponsors policies, it would
9 not be acceptable to us, therefore, we
10 prepared an RFP, constituted an
11 evaluation committee -- although we
12 sent out the RFP to all 19 recognized
13 depositories, only five responded.
14 They were all very good responses, but
15 based on our quantitative assessment,
16 we are recommending that going forward
17 we do our business moving forward with
18 Capital One.

18 THE CHAIRWOMAN: I guess, the
19 phrase is positive balance. It's a
20 good one. Thank you.

21 At this time, I would like to
22 introduce Francis Dearing, executive
23 director of institutional
24 effectiveness, and Dr. Christopher
25 Shults, director of planning and



September 19, 2013 Board of Trustees General
2 institutional effectiveness to give an
3 update on planning and assessment.

4 Ms. DEARING: Good morning,
5 Madam Chair, board of trustees,
6 Dr. McKay, and our esteemed Suffolk
7 colleagues.

8 This morning Dr. Shults and I
9 will be updating you on our efforts to
10 deal with our situation with middle
11 states. We'll highlight the
12 monitoring report. Discuss the
13 supplemental report that will be sent
14 in on Monday and discuss the logistics
15 of the small team middle states
16 visits.

17 I would be remiss to do this
18 presentation with Dr. Shults without
19 acknowledging our additional Suffolk
20 team members. Dr. Jeffrey Paterson
21 (Phonetic), of course, Dr. Christopher
22 Shults, and Dr. Caroline Burns who all
23 contributed tremendous amounts of time
24 and effort throughout this process.

25 We submitted the monitoring



2 September 19, 2013 Board of Trustees General
3 report that you previously approved
4 earlier on August 27th, ahead of the
5 September 1st deadline. We tried to
6 prioritize the commission's concerns
7 in the report focusing on the critical
8 standards of standards two, three,
9 seven and 14. We focused on past and
10 present, not the future. We tried to
11 eliminate will and focus on what we
12 were proactively doing and executing
13 in the document. We had substantial
14 documented evidence to the tune of
15 over 125 hyperlinks that Dr. Caroline
16 Burns so skillfully applied to the
17 flash drives and also uploaded in
18 conjunction with Dr. Shults for middle
19 states. We also had the option of
20 submitting meeting a supplemental
21 document to the monitoring report to
22 reflect activities completed in the
23 last several weeks after the
24 submission of the report.

24 Standard seven, institutional
25 assessment, the commission asks that



September 19, 2013 Board of Trustees General
2 we emphasize institution assessment
3 planning and resource allocation. Our
4 response to that was a strategic plan,
5 2013, 2020 strategic plan. We also
6 included a substantial revision of the
7 capping, which Dr. Shults detailed
8 earlier in the June board meeting, and
9 a revision of the budget request
10 process.

11 At this point, I'm going to
12 turn it over to Dr. Shults, who will
13 discuss the remainder of standard
14 seven, since that is his lead project
15 on operational planning, and I'll be
16 back in a few minutes.

17 DR. SHULTS: That you,
18 Dr. Dearing.

19 I want to talk very briefly
20 about the college's operational plan.
21 That was the focus of standard seven.
22 That's also the focus of our
23 supplemental report in regards to
24 standard seven. This is the
25 working -- right now it's the working



2 September 19, 2013 Board of Trustees General
document. It was completed August
3 23rd and placed into the monitoring
4 report. This is the plan that
5 operationalized our strategic plan.
6 It does so on a yearly basis. It does
7 so by providing a road map on how we
8 integrate the plan and each of these
9 plans are connected to measure an
10 institutional objective. So, it's a
11 plan that we have 16 separate plans
12 within this overall operational plan.
13 And under each of those 16 plans,
14 there are action items. These action
15 plans, they are connected to the IMOs,
16 but also are key performance
17 indicators, which is in the back of
18 the strategic plan. These KPIs, we
19 consider are critical indicators of
20 success. There will be quarterly
21 operational plans and progress reports
22 presented to Dr. McKay. The first one
23 will be in November. The executives
24 who are responsible for each of the
25 plans will be presenting progress. We



September 19, 2013 Board of Trustees General
2 will also be presenting quarterly
3 institutional effectiveness progress
4 reports to the board of trustees, as
5 was requested. These operational
6 planning progress reports will be a
7 major part of that.

8 Additionally, at the end of
9 each year we will have a progress
10 report that is annual and it fully
11 encompasses all of our institutional
12 effectiveness efforts.

13 Standard 14 was another
14 standard we were placed on warning
15 for. And the main concern was that we
16 provided limited evidence that we
17 organized a sustainable process to
18 both utilize and measure results of
19 students outcome assessment.

20 Our institutional response was
21 to, first of all, to insure within the
22 revised cappy, we had a new process
23 for academic program review, and also
24 course embedded assessments. We
25 wanted to make sure that we had the



September 19, 2013 Board of Trustees General
2 responsibility system in place as well
3 as the accountability structures. We
4 also took the opportunity to make sure
5 that we had program learning outcomes
6 that were clear for each one of our
7 programs of study. You'll now find
8 those learning outcomes due to the
9 work of Dr. Mazzerelli (Phonetic) and
10 her team. You will find them all on
11 our website. Dr. Mazzerelli asked
12 governments to lead an effort to
13 develop institutional learning
14 outcome. We now have those and they
15 are going to administrative review.

16 Finally, we wanted to make sure
17 that --

18 DR. DEARING: They have the
19 presentation.

20 MR. SHULTS: Additionally,
21 curriculum mapping was initiated or
22 improved and reviewed for all of the
23 programs of study.

24 For standards two and three,
25 I'm going to move through them very



September 19, 2013 Board of Trustees General
2 quickly because we were not placed on
3 warning for these. We were just asked
4 to provide additional information.

5 The first one dealt primarily
6 with implementing institutional goals
7 and objectives that were linked to the
8 mission. That was accomplished with
9 the strategic plan. So, we have the
10 mission division, and our
11 institutional goals, and our
12 individual institutional objectives.
13 So, we clearly have evidence of that.
14 Additionally, we developed an
15 integrated planning model. Initiated
16 this round of operational planning
17 based on our strategic plan, and,
18 also, documented accountability and
19 responsibility. All of that
20 information is housed within the
21 cappy.

22 In response to standard three,
23 institutional resources, we needed to
24 provide evidence to taking steps to
25 improve the long term financial



September 19, 2013 Board of Trustees General
2 viability and the institution's
3 sustainability.

4 What we did was, we provided a
5 more comprehensive explanation. We
6 put that information into the cappy.
7 We provided evidence of a budget and
8 policy that was based on generally
9 accepted best practices and was guided
10 by proactive, prudent financial
11 strategies, that were evidenced by the
12 fact that we were able, through the
13 budgeting process, come up with \$1.83
14 million just this past year.

15 We have evidence of compliance
16 with Gatsby 45. We went into the
17 regulation. We were able to document
18 findings in compliance. And we
19 compared ourselves with peer
20 institutions regarding other post
21 employment benefits. These included
22 other SUNY sister institutions, and it
23 was quite a favorable comparison if
24 you take a look at how much money that
25 we are spending.



September 19, 2013 Board of Trustees General

2 At this point, I would like to
3 go ahead and give it back to Executive
4 Director Dearing.

5 DR. DEARING: Thank you,
6 Dr. Shults.

7 The supplement to the
8 monitoring report had its genesis in
9 the fact that Dr. Deborah Kleinman,
10 our middle states liaison, recommended
11 this in her February 27th visit
12 earlier this year, that we would have
13 the option of a supplement report.
14 The writing team and I decided we
15 wanted to take full advantage of that
16 opportunity.

17 For standard seven we had
18 evidence of more activity toward the
19 operational plan. Dr. Shults and I
20 have been actively meeting with vice
21 presidents and the appropriate team
22 leaders for all the institutional
23 goals, working through their action
24 plans, trying to match the KPIs, and
25 trying to develop KPIs, and we had



September 19, 2013 Board of Trustees General
2 plans for a dashboard with the KPIs
3 for each institutional goal.

4 Standard 14, we're making some
5 changes on program review. We have
6 revised templates. Faculty are
7 working on revised guidelines out of
8 Dr. Mazzerelli's area. Also,
9 Dr. Martha McKinney has been assigned
10 as the general education facilitator
11 for general education assessment. And
12 Dr. Shults, Dr. Burns, and myself have
13 already met with Dr. McKinney and
14 we're very excited and energized by
15 her energy and sense of the faculty in
16 trying to implement the gen ed
17 process.

18 In terms of standard three,
19 Dr. Shults mentioned that we now have
20 clear evidence from SUNY, Jeffrey
21 McGrath, who is the SUNY officer in
22 charge of the controller's office,
23 issued a memo to all community college
24 officers saying that if you adopt
25 Gatsby 45 in your financial



2 September 19, 2013 Board of Trustees General
3 statements, you should report the post
4 employment benefits on a pay-as-you-go
5 basis. So, that validates our
6 approach with Gatsby 45 clearly.

7 Vice President Vizzini has
8 analyzed the memo from Jeffrey
9 McGrath, and it isn't current, and so
10 are our business practices. What's
11 going to happen with middle states,
12 they are going to send in two external
13 reviewers, a Dr. Richard Fox and
14 Dr. Richard Goldfarb, will be coming
15 in. They are both experts on research
16 planning and assessment.

17 Dr. Kleinman, our middle states
18 liaison, and Dr. Deborah McKol
19 (Phonetic) from SUNY will visit on
20 October 9th. They will be
21 interviewing people at the college on
22 the board of trustees. We expect that
23 will be an all day process, a very
24 long day. They will have an oral exit
25 the following day on October 10th.
26 The first meeting will occur with



2 September 19, 2013 Board of Trustees General
3 President McKay and the team chair,
4 Dr. Fox, and they will meet for,
5 approximately, an hour, and then there
6 will be an open community presentation
7 to the college community immediately
8 following. We're working on
9 coordinating the details. I'll be
10 working with Marylou and Dr. Adams to
11 get that out as soon as possible.

12 What will happen when the oral
13 presentation at the college, even in
14 the meeting with Dr. McKay, the chair
15 will not pronounce the decision
16 whether to stay on warning or move off
17 of warning to another level, but he
18 will instead give some of the actual
19 facts of the visit. What he found.
20 His findings, a top line. Then there
21 will be a number of exchanges of
22 documents back and forth. Dr. McKay
23 and his team will have a chance to
24 correct errors of facts about the
25 report that the team issues, and then
a final team report will be issued.



September 19, 2013 Board of Trustees General
2 We'll have an opportunity to present
3 an institutional response in writing,
4 and then, at last, the chair prepares
5 the confidential brief and position,
6 and recommend an action from that
7 brief.

8 This is the first point an
9 action will be attached to the report.
10 Then the commission on Thursday,
11 November 7th, will review the report
12 in a formal meeting. The commission
13 is comprised of community college
14 presidents, as well as outside experts
15 on testing assessment, as well as four
16 year college and university
17 presidents. Then, we should have our
18 commission decision within seven to 10
19 business days. So, prior to
20 Thanksgiving.

21 So, the attendance of the
22 monitoring report and the supplemental
23 report were emphasized, assessment and
24 institutional effectiveness. We want
25 to continue to build continually as we



September 19, 2013 Board of Trustees General
2 improve institutional effectiveness
3 and integrated plan that's focused on
4 teaching and learning.

5 I personally thank everyone in
6 the room, including Dr. Shults, my
7 partner in crime, on all of the work,
8 and efforts, and encouragement with
9 this project. It's been quite a task.

10 Thank you.

11 THE CHAIRWOMAN: Thank you,
12 again. A lot of work has been going
13 on now for over a year. We look
14 forward to that on October 9th, to
15 have the board of trustees
16 participating in that conversation.

17 At this time, I would like to
18 request a motion for the approval of
19 the college resolution 2013 51 to 2013
20 56.

21 MS. SANDERS: Second.

22 THE CHAIRWOMAN: All in favor?

23 THE BOARD: I.

24 THE CHAIRWOMAN: Opposed?

25 Abstention? Motion carries.



September 19, 2013 Board of Trustees General

2 MR. MORGO: I would like to
3 move on seven, item number seven. On
4 the Holocaust Diversity board, the
5 reappointment of the executive
6 director and the chair. I served on
7 that board. It's the Suffolk Center
8 of Holocaust Diversity and Human
9 Understanding. Both individuals
10 served in, I believe, an exemplary
11 fashion. And I would like to make
12 that motion.

13 MR. PONTIERI: I second it.

14 THE CHAIRWOMAN: All in favor?

15 THE BOARD: I.

16 THE CHAIRWOMAN: Opposed?

17 Abstention? Motion carries.

18 MR. PONTIERI: The banner
19 says --

20 MR. MORGO: Sharing our
21 differences.

22 THE CHAIRWOMAN: We have the
23 motion to approve the motion 2013 58
24 to 2013 73.

25 MS. SANDERS: So moved.



September 19, 2013 Board of Trustees General

2

MR. HAZLITT: Second.

3

THE CHAIRWOMAN: All in favor?

4

THE BOARD: I.

5

THE CHAIRWOMAN: Opposed?

6

Abstention? Motion carries.

7

I would like to now move to the

8

committee reports. Personnel.

9

MR. PONTIERI: We've done our

10

documentation on the presidential

11

evaluation. We're in that process

12

now.

13

THE CHAIRWOMAN: Great.

14

Students success, I know we had

15

the opportunity to meet last week. I

16

chaired the meeting because Trustee

17

Sanders had an emergency. We met with

18

Vice President Mazzerelli and

19

received a presentation from the

20

entering director of Athletics, Kevin

21

Foley. We did see a lot of progress

22

in that area. Especially, in the

23

intramurals. Seems like the programs

24

are more structured and better

25

coordinated and we are very pleased



September 19, 2013 Board of Trustees General
2 with those efforts. I know there was
3 some recommendations made, in terms of
4 the website, and we are communicating
5 with those interested in participating
6 in athletics and intramurals, that and
7 how to proceed about it.

8 Also, Dr. Mazzerelli gave us
9 an update on the policy and the
10 efforts that are being made to adopt
11 such policy in the near future. I
12 think that was about it.

13 Finance budget?

14 MR. MORGO: We haven't met
15 since the submission and the approval
16 of the 2013 and 2014 college budget.
17 The only outstanding item from our
18 last meeting was the RFP financial
19 services, but Vice President Vizzini
20 reported on the results of that. I
21 would hope, Madam Chairwoman, and vice
22 president and president, that we get
23 back to those monthly meetings because
24 we talked about how important they
25 are. Perhaps, in October we'll start



2 September 19, 2013 Board of Trustees General
to meet again.

3 THE CHAIRWOMAN: Your call.

4 MR. MORGO: I think we should.

5 THE CHAIRWOMAN: Thank you.

6 One item I missed from the
7 student success committee. We also
8 requested a presentation regarding the
9 services that the veterans received
10 from the college. So, we would like
11 to see that at the committee, then
12 share with the full board in the
13 future.

14 Facilities?

15 MR. LILLY: We haven't met.

16 But the capital projects are moving
17 along, except for the small hiccup in
18 our materials delivery, but that's to
19 be expected on some of these large
20 projects. I just have a question
21 though on resolution 2013 68, a
22 contractor was awarded, and there is
23 no person in there in the contract. I
24 thought it went to Land Tech.

25 MR. PETRIZZO: There should



September 19, 2013 Board of Trustees General
2 have been a substitute resolution in
3 the packet indicating that.

4 MR. LILLY: Thank you. It was
5 awarded to Land Tech.

6 That's it.

7 THE CHAIRWOMAN: Last, but not
8 least, Mr. Hazlitt.

9 MR. HAZLITT: Ladies and
10 gentleman, I would ask that this
11 committee as a whole pass a resolution
12 expressing our condolences of the
13 family of the late presiding officer
14 of the Suffolk County legislature,
15 Bill Lindsey. His loss is certainly
16 felt by his family and that can't be
17 equated, but the loss to the college
18 is also quite acute. His last
19 appearance that I witnessed was at the
20 dedication of the building out at the
21 Riverhead campus, and he was a man who
22 was facing eternity, I guess you
23 should say. Said if you give me the
24 tools, I will work for you, and he
25 did. I mean, at the most trying



September 19, 2013 Board of Trustees General
2 times, from 2008 to the current things
3 that the efforts that he put forth on
4 behalf of this group kept us alive.
5 So, I would ask, please, that we can't
6 put into words really how we feel, but
7 certainly he should be recognized for
8 his contribution to the community
9 college.

10 MR. PONTIERI: Second.

11 THE CHAIRWOMAN: All in favor?

12 THE BOARD: I.

13 THE CHAIRWOMAN: Opposed?

14 Abstention? Motion carries.

15 MR. HAZLITT: We would ask that
16 the resolution in its final form be
17 forwarded to his family.

18 THE CHAIRWOMAN: Absolutely.

19 Thank you, Trustee Hazlitt.

20 At this time, we'll move to the
21 chairwoman's report.

22 Brief today, Sunday, student
23 Trustee Espitia and myself, will be
24 attending the New York Community
25 College Institute. We are looking



September 19, 2013 Board of Trustees General
2 forward to that professional
3 development so we could continue to
4 carry our duties in the manner that is
5 expected.

6 President's report?

7 DR. MCKAY: (No response.)

8 THE CHAIRWOMAN: Round table?

9 MR. MORGO: The only thing I
10 wanted to mention that back in June at
11 our last meeting we spoke about senior
12 contracts and the partnership
13 relationship with the Long Island
14 University. We had the Long Island
15 University president here. Because
16 it's been so long, I just wanted to
17 acknowledge the great work of the
18 president and his team in getting that
19 done. I know there was an article in
20 Newsday, but I don't think there was
21 enough recognition of what kind of
22 significant achievement that was. So,
23 I would like to mention that now.

24 DR. MCKAY: Thank you, Trustee.

25 THE CHAIRWOMAN: Thank you



2 September 19, 2013 Board of Trustees General
3 Trustee Morgo. I would also like to
4 share on October 26th and November
5 22nd, the Long Island Latino Teachers
6 Association will be having again
7 conferences with high school students
8 with partnership to the college. We
9 are looking at this as a recruitment
10 tool, and I serving also as the
11 president of the Long Island Latino
12 Teachers Association, look forward to
13 welcoming hundreds of students into
14 the college and hopefully increasing
15 that enrollment in the near future.

16 I also, Kevin Peterman.

17 MR. PETERMAN: The faculty
18 association is having a retirement
19 party celebration for Helen Schuler.
20 Mark, as we all know, she was the
21 president of the union for 34 years
22 and the faculty association has
23 authorized the money to pay for the
24 event. So, every dollar we raise will
25 go to the scholarship in Helen's name
for the foundation. So, Walter, when



September 19, 2013 Board of Trustees General
2 you send the check for \$125, all of it
3 will go to the foundation. And you'll
4 get mileage.

5 I think, I'll remind you that
6 we're having some people from Albany,
7 the president of NYSUT and his team
8 will be coming.

9 MR. HAZLITT: I won't have the
10 money before October because my social
11 security benefit doesn't come in --

12 MR. PETERMAN: Thank you, very
13 much. We look forward to having all
14 of you there. It's at Lands End.

15 THE CHAIRWOMAN: Thank you.

16 Anything else at this time?

17 At this time, I would like to
18 request a motion to adjourn?

19 MR. HAZLITT: Second.

20 THE CHAIRWOMAN: All in favor?

21 THE BOARD: I.

22 THE CHAIRWOMAN: Opposed?
23 Abstention? Motion carries.

24 (TIME NOTED: 1:00 P.M.)
25



September 19, 2013 Board of Trustees General
C E R T I F I C A T E

I, TRACIE SHAND, a shorthand
reporter and Notary Public within and
for the State of New York, do hereby
certify:

That the within is a true and
accurate record of the General Meeting
of the Board of Trustees of The Suffolk
County Community College on September
19, 2013 and my stenographic notes
taken by me.

I further certify that I am not
related to any of the parties to this
action by blood or marriage, and that I
am in no way interested in the outcome
of this matter.

Tracie Shand

TRACIE SHAND



* 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> \$ \$1.8 21:25 23:11 \$1.81 23:3 \$1.83 22:19 33:13 \$125 48:2 \$150 22:25 \$16,000 17:8 \$21 23:9 \$22.9 23:14 \$6.4 23:17 \$90,000 19:21</p> <p><u> </u> <u> </u> 1 1,500 5:16 1.5 22:7 1:00 48:24 10 38:18 10th 7:19 36:24 11 23:10 24:20 114 1:4 11th 7:18,25 12 23:14 12/13 21:21 22:4,15 23:7,12 12:01 10:17 125 27:14 13/14 22:24 23:2 14 27:8 30:13 35:4 14.94 12:9 15 23:16 16 29:11,13 19 1:7 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 25:1,11 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 49:1,11</p>	<p>1971 4:15 1991 4:23 1994 5:7 1st 21:16 27:4</p> <p><u> </u> <u> </u> 2 2.7 22:6 20 15:15 20:25 50:23 2001 5:18 2003 6:5 2008 45:2 2011 6:8 2012 16:5 19:16 23:23 2013 1:7 3:1 4:1 5:1 6:1,12 7:1 8:1 9:1 10:1 11:1 12:1,3 13:1 14:1,24 15:1,2,16 16:1,5 17:1 18:1,16 19:1,16 20:1,9,10,25 21:1,15 22:1 23:1,23 24:1 25:1 26:1 27:1 28:1,5 29:1 30:1 31:1 32:1 33:1 34:1 35:1 36:1 37:1 38:1 39:1,19 40:1,23,24 41:1 42:1,16 43:1,21 44:1 45:1 46:1 47:1 48:1 49:1,11 2014 18:17 21:16 42:16 2020 28:5 22nd 47:4 23rd 29:3 26th 47:3 27th 27:3 34:11</p> <p><u> </u> <u> </u> 3 31st 16:25 34 47:20</p> <p><u> </u> <u> </u> 4 45 33:16 35:25 36:5</p> <p><u> </u> <u> </u> 5</p>	<p>51 39:19 56 39:20 58 40:23</p> <p><u> </u> <u> </u> 6 68 43:21</p> <p><u> </u> <u> </u> 7 73 40:24 7th 12:10 38:11</p> <p><u> </u> <u> </u> 9 9:00 1:8 9:02 3:5 9:15 10:15 9th 36:19 39:14</p> <p><u> </u> <u> </u> A a.m 1:8 10:15 A14 20:9 A19 20:10 able 22:15 23:7,24 33:12,17 Absolutely 45:18 Abstention 10:13 15:6,13,22 20:15,22 21:7 39:25 40:17 41:6 45:14 48:23 academic 16:4 30:23 acceptable 25:4,8 accepted 33:9 accomplished 32:8 accountability 31:3 32:18 accounting 8:22 9:2,7 accounts 24:24 accurate 16:14 49:8 achieve 14:3 achievement 46:22 acknowledge 46:17 acknowledging 26:19 across 18:21 19:3</p>	<p>action 8:25 29:14 34:23 38:6,9 49:15 actively 34:20 activities 18:18 27:21 activity 34:18 actual 16:20,23 37:17 actually 7:20 acute 44:18 AD 12:22 Adams 2:5 3:25 4:9 8:13 9:24 10:22 11:7 18:2,11 37:9 Adding 23:11 additional 26:19 32:4 Additionally 30:8 31:20 32:14 adjourn 10:4 20:16 48:18 adjourned 10:15 Administration 9:6 administrative 31:15 adopt 24:21 35:24 42:10 adopted 21:17 22:23 23:15 advantage 34:15 affairs 1:21 5:10,11 8:16 18:23,24 against 11:22 ahead 27:3 34:3 Aides 8:20 Albany 48:6 alcoholism 4:24 5:6 alive 45:4 Allegiance 3:7,11 allocation 28:3 already 35:13 ALVAREZ-GRONEMAN 1:19 am 3:6 6:24 7:10 49:13,16 amazing 7:13</p>
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<p>American 9:3 11:15 12:2</p> <p>Ammerman 17:3</p> <p>amongst 6:22</p> <p>amounts 19:20 26:23</p> <p>analyzed 36:7</p> <p>ANNE 1:24</p> <p>annual 7:18,25 30:10</p> <p>annually 23:2</p> <p>anything 14:5 48:16</p> <p>apologize 18:12</p> <p>appearance 44:19</p> <p>Applause 8:5 9:18 11:6 12:14 13:20 14:8</p> <p>applied 27:15</p> <p>appointed 4:19 5:7,18</p> <p>appreciate 14:16</p> <p>approach 36:5</p> <p>appropriate 34:21</p> <p>approval 15:15 18:9 20:8,24 39:18 42:15</p> <p>approve 40:23</p> <p>approved 19:16 27:2</p> <p>approximately 19:20 37:4</p> <p>area 18:24 19:4 35:8 41:22</p> <p>areas 17:2</p> <p>arrived 9:23</p> <p>article 46:19</p> <p>arts 4:17 9:7 17:15</p> <p>assessment 25:14 26:3 27:25 28:2 30:19 35:11 36:15 38:15,23</p> <p>assessments 30:24</p> <p>assigned 35:9</p> <p>ASSIST 2:3,5</p> <p>assistance 5:15,24</p> <p>assistant 5:10 13:12</p>	<p>ASSOC 1:20</p> <p>associate 15:24 18:10</p> <p>association 8:16,20 9:15,17 16:18 19:13 20:9 47:5,11,17,21</p> <p>association's 16:9</p> <p>assortment 18:25</p> <p>assuming 3:7</p> <p>assumptions 19:6</p> <p>athlete 4:2 9:25 10:21,25 12:5</p> <p>Athletic 3:23 10:19</p> <p>athletics 13:16 18:23 19:4 41:20 42:6</p> <p>attached 38:9</p> <p>attendance 38:21</p> <p>attending 5:5 45:24</p> <p>attention 17:2 24:19</p> <p>August 6:12 16:25 27:3 29:2</p> <p>authorize 24:21</p> <p>authorized 23:3 47:22</p> <p>award 4:25 24:22</p> <p>awarded 43:22 44:5</p> <p>away 7:15</p> <hr/> <p style="text-align: center;">B</p> <hr/> <p>Bachelors 4:17 9:7</p> <p>balance 17:10,17 22:22 23:2 24:12 25:19</p> <p>ballots 17:6</p> <p>Bank 24:25 25:2</p> <p>banking 24:23</p> <p>banner 40:18</p> <p>Barbara 8:17,18</p> <p>Baruch 9:8</p> <p>based 19:7 22:9 25:14 32:17 33:8</p> <p>basis 29:6 36:4</p> <p>became 12:4</p> <p>becoming 13:7</p>	<p>begin 6:15</p> <p>begun 16:10 21:15</p> <p>behalf 8:6 9:20 45:4</p> <p>believe 40:10</p> <p>BELINDA 1:19</p> <p>benefit 48:11</p> <p>benefits 33:21 36:3</p> <p>best 6:23 12:8 33:9</p> <p>better 14:5 41:24</p> <p>Bill 44:15</p> <p>bills 24:24</p> <p>Biscardi 13:11 14:2</p> <p>blood 49:15</p> <p>board 1:3 3:1 4:1,10 5:1 6:1 7:1 8:1,14 9:1,20 10:1,4 11:1 12:1 13:1 14:1,22,24 15:1,4,8,16,20 16:1,12 17:1,21 18:1 19:1 20:1,13,17,18,20,25 21:1,5 22:1 23:1 24:1 25:1 26:1,5 27:1 28:1,8 29:1 30:1,4 31:1 32:1 33:1 34:1 35:1 36:1,21 37:1 38:1 39:1,15,23 40:1,4,7,15 41:1,4 42:1 43:1,12 44:1 45:1,12 46:1 47:1 48:1,21 49:1,9</p> <p>body 14:10</p> <p>bottom 19:18</p> <p>Brentwood 1:5 8:23</p> <p>brief 38:5,7 45:22</p> <p>briefly 28:19</p> <p>brightest 6:23</p> <p>bring 23:13 24:18</p> <p>broke 11:19</p> <p>Bronx 4:13</p> <p>Brook 5:5 6:10</p> <p>Brookhaven's 4:20</p> <p>BRYAN 1:16</p>	<p>budget 18:16,20 19:6,7,11,14 21:9,17 22:6,24 23:11,15,21 24:3 28:9 33:7 42:13,16</p> <p>budgeted 16:19,22</p> <p>budgeting 33:13</p> <p>Buffalo 13:4,5</p> <p>build 38:25</p> <p>building 44:20</p> <p>Bureau 4:20</p> <p>Burns 26:22 27:15 35:12</p> <p>business 5:17 8:16 9:5 16:9 25:16 36:9 38:19</p> <p>businesses 5:14</p> <hr/> <p style="text-align: center;">C</p> <hr/> <p>Campaign 9:2</p> <p>campus 1:5 17:6,7,10 44:21</p> <p>campuses 18:22 19:4</p> <p>Cancer 6:7</p> <p>capital 25:17 43:16</p> <p>capping 11:24 28:7</p> <p>cappy 30:22 32:21 33:6</p> <p>CAPTREE 1:4</p> <p>care 8:20,25 17:3</p> <p>Caroline 26:22 27:14</p> <p>carries 15:6,13,22 20:15,22 21:7 39:25 40:17 41:6 45:14 48:23</p> <p>carry 46:4</p> <p>CASE 50:2</p> <p>catering 17:16</p> <p>celebrating 12:18 13:23</p> <p>celebration 47:18</p> <p>center 17:3 40:7</p> <p>centers 16:17</p>
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<p>certainly 6:21 44:15 45:7</p> <p>certify 49:6,13</p> <p>chair 21:13 26:5 37:2,13 38:4 40:6</p> <p>chaired 41:16</p> <p>Chairwoman 1:15 3:2,12,21,25 4:7,9 8:6 9:19 10:2,18,22 14:9 15:2,5,12,19,21 17:23 18:5,13 19:24 20:5,12,14,21 21:4,6 25:18 39:11,22,24 40:14,16,22 41:3,5,13 42:21 43:3,5 44:7 45:11,13,18 46:8,25 48:15,20,22</p> <p>chairwoman's 45:21</p> <p>champion 11:3 12:7</p> <p>championship 11:13,14 12:4 13:3</p> <p>Championships 11:10</p> <p>chance 37:22</p> <p>CHANGE 50:6,8,10,12,14,16,18</p> <p>changed 25:2</p> <p>changes 35:5</p> <p>charge 35:22</p> <p>Charwoman 8:13</p> <p>check 48:2</p> <p>Chief 5:19</p> <p>child 5:24 8:25 17:3</p> <p>children's 6:2</p> <p>Chris 7:3</p> <p>Christopher 2:5 25:24 26:21</p> <p>circles 24:6</p> <p>City 9:8</p> <p>clear 31:6 35:20</p> <p>clearly 32:13 36:5</p> <p>closeout 22:15</p> <p>closing 21:21</p>	<p>clubs 18:19</p> <p>coach 12:21 13:11,12,18,25 14:2</p> <p>coaches 12:20,22</p> <p>collateralization 25:3</p> <p>colleagues 26:7</p> <p>collectively 18:21</p> <p>college 1:2,22 4:16 6:9,14 7:2,6 9:6,8 10:24 12:18 21:9,15 24:15 25:5 35:23 36:20 37:6,12 38:13,16 39:19 42:16 43:10 44:17 45:9,25 47:7,13 49:10</p> <p>college's 28:20</p> <p>column 16:16,18,20,21,22,24</p> <p>coming 8:11 13:22 17:13 36:13 48:8</p> <p>commission 27:25 38:10,12,18 50:25</p> <p>Commissioner 5:20</p> <p>commission's 27:5</p> <p>committee 23:22 25:10 41:8 43:7,11 44:11</p> <p>COMMONS 1:4</p> <p>communicating 42:4</p> <p>community 1:2 5:3 6:13,24 7:2,5 9:14 10:24 35:23 37:5,6 38:13 45:8,24 49:10</p> <p>compared 22:5 33:19</p> <p>comparison 19:15 33:23</p> <p>competition 11:24</p> <p>completed 5:3 16:6,13 21:23 27:21 29:2</p> <p>compliance 33:15,18</p> <p>comprehensive 33:5</p> <p>comprised 38:13</p> <p>concern 30:15</p>	<p>concerns 27:5</p> <p>condolences 44:12</p> <p>conducting 16:11</p> <p>conferences 47:6</p> <p>confidential 38:5</p> <p>Congratulations 12:13</p> <p>conjunction 27:17</p> <p>connected 29:9,15</p> <p>consider 29:19</p> <p>constituted 25:9</p> <p>continually 38:25</p> <p>continue 15:7 38:25 46:3</p> <p>contract 24:23 43:23</p> <p>contractor 43:22</p> <p>contracts 46:12</p> <p>contributed 26:23</p> <p>contribution 45:8</p> <p>controller 8:25</p> <p>controller's 35:22</p> <p>conversation 39:16</p> <p>coordinated 4:21 5:23 41:25</p> <p>coordinating 37:8</p> <p>copy 17:24,25 18:6</p> <p>correct 37:23</p> <p>cost 16:16</p> <p>COUNSEL 1:22</p> <p>county 1:2 3:15 5:8,14,20 10:24 25:4 44:14 49:10</p> <p>course 22:13 26:21 30:24</p> <p>cover 22:20</p> <p>covered 17:4,9,17</p> <p>crime 39:7</p> <p>critical 27:6 29:19</p> <p>culinary 17:15</p> <p>cultural 18:25</p> <p>current 36:8 45:2</p>	<p>curriculum 31:21</p> <hr/> <p style="text-align: center;">D</p> <hr/> <p>DAFNY 1:15</p> <p>daily 22:11</p> <p>Daly 4:24</p> <p>Dannie 10:25 11:8,11,17,19 12:4,11 13:2,21</p> <p>Dannie's 12:7</p> <p>dashboard 35:2</p> <p>DATE 50:3</p> <p>day 36:22,23,24</p> <p>days 38:19</p> <p>deadline 27:4</p> <p>deal 26:10</p> <p>dealt 32:5</p> <p>Dearing 25:22 26:4 28:18 31:18 34:4,5</p> <p>Deborah 34:9 36:17</p> <p>decided 34:14</p> <p>decision 37:14 38:18</p> <p>decrease 19:9</p> <p>dedication 5:2 13:17 44:20</p> <p>deficit 17:4,8,11 19:8,19 20:3</p> <p>degree 5:4</p> <p>deliberate 14:14</p> <p>delivery 43:18</p> <p>Department 5:21</p> <p>DEPOSITION 50:3</p> <p>depositories 25:12</p> <p>depth 16:11</p> <p>Deputy 5:19</p> <p>detailed 28:7</p> <p>details 37:8</p> <p>develop 31:13 34:25</p> <p>developed 32:14</p> <p>development 5:13 6:15 46:3</p>
--	--	--	--



<p>Diaz 4:12,13,18,23 5:7,11 6:5,8,12,19,20 8:7,12</p> <p>differences 40:21</p> <p>different 23:21 24:9</p> <p>diligence 13:10</p> <p>directly 22:2</p> <p>director 3:23 6:14 8:15,19 10:19 16:10 25:23,25 34:4 40:6 41:20</p> <p>directors 15:16 20:17</p> <p>discuss 10:6,9 26:12,14 28:13</p> <p>discussion 14:15</p> <p>distinguished 11:20</p> <p>District 11:12</p> <p>Diversity 40:4,8</p> <p>division 11:13 12:3 32:10</p> <p>document 27:12,20 29:2 33:17</p> <p>documentation 41:10</p> <p>documented 27:13 32:18</p> <p>documents 37:21</p> <p>dollar 47:23</p> <p>dollars 22:2,19 23:10</p> <p>done 41:9 46:19</p> <p>Dowling 9:6</p> <p>Dr 1:14 4:12,13,18,23 5:7,11 6:5,8,12,19,20 8:7,12 12:15 14:7 25:24 26:6,8,18,20,21,22 27:14,17 28:7,12,17,18 29:22 31:9,11,18 34:5,6,9,19 35:8,9,12,13,19 36:12,13,16,17 37:3,9,13,21 39:6 42:8 46:7,24</p>	<p>draw 17:2</p> <p>drives 27:16</p> <p>due 13:9 14:20 19:25 31:8</p> <p>during 11:18 22:13</p> <p>duties 46:4</p> <hr/> <p style="text-align: center;">E</p> <hr/> <p>earlier 16:8 17:20 27:3 28:8 34:12</p> <p>East 11:12</p> <p>economic 5:12</p> <p>ed 35:16</p> <p>education 35:10,11</p> <p>effectiveness 25:24 26:2 30:3,12 38:24 39:2</p> <p>effort 26:24 31:12</p> <p>efforts 26:9 30:12 39:8 42:2,10 45:3</p> <p>either 25:4</p> <p>eliminate 27:10</p> <p>else 48:16</p> <p>embedded 30:24</p> <p>emergency 41:17</p> <p>emphasis 18:22</p> <p>emphasize 28:2</p> <p>emphasized 38:23</p> <p>employees 4:6 19:13 24:25</p> <p>employment 10:8 33:21 36:3</p> <p>encompasses 30:11</p> <p>encouragement 39:8</p> <p>endeavor 7:25</p> <p>energized 35:14</p> <p>energy 35:15</p> <p>enforcement 5:25</p> <p>enrollment 19:9,25 20:3 22:4,12 47:14</p> <p>entering 41:20</p> <p>entries 16:7</p>	<p>equated 44:17</p> <p>errors 37:23</p> <p>Especially 41:22</p> <p>Espitia 1:18 3:18,20 45:23</p> <p>essence 16:17 17:14 18:17,19 19:7,20</p> <p>essentially 24:12</p> <p>esteemed 26:6</p> <p>eternity 44:22</p> <p>evaluation 14:20,23 25:10 41:11</p> <p>event 8:2 47:23</p> <p>everybody 7:11 13:22</p> <p>everyone 39:5</p> <p>evidence 27:13 30:16 32:13,24 33:7,15 34:18 35:20</p> <p>evidenced 33:11</p> <p>Evon 1:20 15:24</p> <p>except 43:17</p> <p>exchanges 37:20</p> <p>excited 6:15,25 7:3,24 8:2 35:14</p> <p>exciting 7:4</p> <p>EXEC 2:5</p> <p>executing 27:11</p> <p>executive 5:8 10:6 14:16 25:22 34:3 40:5</p> <p>executives 29:23</p> <p>exemplary 40:10</p> <p>exit 36:23</p> <p>expect 17:12,16,20 36:21</p> <p>expected 16:12 43:19 46:5</p> <p>expecting 17:9</p> <p>expenditures 16:22,24 22:11</p> <p>expenses 19:10</p> <p>experts 36:14 38:14</p>	<p>EXPIRES 50:25</p> <p>explanation 33:5</p> <p>expressing 44:12</p> <p>external 36:11</p> <hr/> <p style="text-align: center;">F</p> <hr/> <p>fabulous 12:24 13:19</p> <p>facilitator 35:10</p> <p>Facilities 43:14</p> <p>facing 44:22</p> <p>fact 33:12 34:9</p> <p>facts 37:18,23</p> <p>faculty 35:6,15 47:16,21</p> <p>family 4:3,15 5:25 6:25 44:13,16 45:17</p> <p>fashion 7:17,18,21 40:11</p> <p>favor 10:12 15:3,12,19 20:12,19 21:4 39:22 40:14 41:3 45:11 48:20</p> <p>favorable 33:23</p> <p>February 34:11</p> <p>feel 45:6</p> <p>fees 19:25</p> <p>FELIPE 1:18</p> <p>felt 44:16</p> <p>field 11:4,22 12:5</p> <p>final 23:13 37:25 45:16</p> <p>finally 9:23 31:16</p> <p>finance 6:2 8:19 42:13</p> <p>financial 15:25 16:4 17:18 21:9,18 32:25 33:10 35:25 42:18</p> <p>findings 33:18 37:19</p> <p>finish 11:22</p> <p>finished 12:10</p> <p>first 4:21 11:14 12:2,17 29:22 30:21 32:5 36:25 38:8</p> <p>fiscal 21:16 22:16</p>
---	--	---	---



<p>23:23 five 16:23 25:12 flash 27:16 focus 27:10 28:21,22 focused 27:8 39:3 focusing 27:6 Foley 3:24 10:19 12:22 41:21 folks 7:19 form 45:16 formal 38:12 forth 37:21 45:3 forward 8:8 9:16 21:19 25:15,16 39:14 46:2 47:11 48:13 forwarded 45:17 foundation 6:14 7:10,17 47:25 48:3 Fox 36:12 37:3 Francis 25:22 French 13:10 14:2 freshman 11:10 full 34:15 43:12 full-time 19:12 fully 30:10 fund 17:10,17 22:22 23:4,8,9 24:11 funds 17:6 future 14:4 27:9 42:11 43:13 47:14</p> <hr/> <p style="text-align: center;">G</p> <hr/> <p>Gaffney 5:9 Gail 21:10 Gatsby 33:16 35:25 36:5 gen 1:22 35:16 general 1:3 3:1 4:1 5:1 6:1 7:1 8:1 9:1 10:1,14,16 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</p>	<p>25:1 26:1 27:1 28:1 29:1 30:1 31:1 32:1 33:1 34:1 35:1,10,11 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 49:1,8 generally 33:8 genesis 34:8 gentleman 44:10 getting 46:18 given 18:4 gives 10:23 glad 9:22 goal 14:3 35:3 goals 32:6,11 34:23 God 8:10 Goldfarb 36:13 governments 31:12 graduate 5:4 11:2 graduated 4:15 6:9 13:6 graduating 12:11 graduation 17:12 Grant 1:5 17:7,10 great 7:12 8:9,11 9:17 10:23 14:3 41:13 46:17 group 9:4 45:4 guess 13:23 25:18 44:22 guests 3:23 4:5 guided 33:9 guidelines 35:7</p> <hr/> <p style="text-align: center;">H</p> <hr/> <p>happen 36:10 37:11 happened 24:13 happy 9:12,14 haven't 23:22 42:14 43:15 having 7:17 47:5,17 48:6,13</p>	<p>Hazlitt 2:2 3:2,4,9 14:25 20:11 21:2 41:2 44:8,9 45:15,19 48:9,19 head 5:9 13:11 Helen 47:18 Helen's 47:24 helping 14:2 hence 22:7 hereby 49:5 hiccup 43:17 high 11:2,7 47:6 highlight 26:11 highlights 16:16,19,21,23 Hispanic 4:22 history 10:8 12:6 Holland 10:25 13:21 Holocaust 40:4,8 honor 3:14 6:22 14:4 honors 12:2 hope 14:4 42:21 hopefully 47:13 hour 37:4 housed 32:20 housing 5:25 Human 4:17 40:8 hundreds 47:12 Hurst 8:17 9:9,10 hyperlinks 27:14</p> <hr/> <p style="text-align: center;">I</p> <hr/> <p>III 11:13 12:3 I'll 28:15 37:8 48:5 I'm 7:3 9:12,14 10:2 28:11 31:25 immediately 37:6 IMOs 29:15 implement 35:16 implementing 32:6 important 42:24</p>	<p>improve 32:25 39:2 improved 31:22 included 19:11 28:6 33:21 including 39:6 Incorporated 8:21,23 increase 19:12 22:25 increasing 47:13 indicate 22:17 indicating 44:3 indicators 29:17,19 individual 32:12 individually 13:9,17 individuals 40:9 information 6:3 32:4,20 33:6 initiated 31:21 32:15 instead 37:17 institute 5:6 45:25 institution 7:13 28:2 institutional 25:23 26:2 27:24 29:10 30:3,11,20 31:13 32:6,11,12,23 34:22 35:3 38:3,24 39:2 institutions 33:20,22 institution's 33:2 insure 30:21 integrate 29:8 integrated 32:15 39:3 interested 42:5 49:16 Interim 3:23 interviewing 36:20 intramurals 41:23 42:6 introduce 4:11 8:15 10:23 12:23 15:23 25:22 introduced 16:8 introduction 9:12 Introductions 4:7 investment 25:6</p>
--	--	---	--



invited 7:22 Irizarry 1:15 4:10 8:13 Island 4:14 8:20 46:13,14 47:4,10 isn't 36:8 issued 35:23 37:25 issues 37:24 item 24:19,20 40:3 42:17 43:6 items 29:14 it's 4:4 6:21 9:13 12:17 13:9,16,24 14:3 17:19 24:4,20 25:3,19 28:25 29:10 39:9 40:7 46:16 48:14 <hr/> <p style="text-align:center">J</p> <hr/> JAMES 1:25 January 6:5 Jeffrey 26:20 35:20 36:7 job 12:24 13:13,19 join 9:13 joined 6:13 joining 6:25 7:14 Joseph's 4:16 journal 16:6 JR 1:23 judicious 22:14 jump 11:11,25 12:7,11 jumper 11:4,8,18 June 15:15 20:24 28:8 46:10 <hr/> <p style="text-align:center">K</p> <hr/> Kevin 41:20 47:15 key 29:16 kids 17:3 Kleinman 34:9 36:16 knew 22:12 KORG 8:22 KPIs 29:18 34:24,25	35:2 <hr/> <p style="text-align:center">L</p> <hr/> lacrosse 19:5 Ladies 44:9 Land 43:24 44:5 Lands 48:14 language 23:21 large 43:19 last 22:5 27:22 38:4 41:15 42:18 44:7,18 46:11 late 44:13 later 5:3 Latino 5:2 47:4,10 Lauren 13:11 lead 3:3 28:14 31:12 leaders 34:22 leadership 19:2 learning 31:5,8,13 39:4 least 44:8 led 3:9 leftover 23:7,12 legendary 11:21 legislation 3:15 legislature 44:14 less 19:24 level 13:8 37:16 leveled 22:5 leveling 22:3 liaison 34:10 36:17 Licensing 9:3 LILLY 1:16 43:15 44:4 limited 30:16 Lindsey 44:15 line 19:18 37:19 50:5 linked 32:7 litigation 10:10 little 7:16	lives 6:18 loaded 21:17 logistics 26:14 long 4:14 8:19 9:22 12:11 32:25 36:23 46:13,14,16 47:4,10 Longwood 11:2 loss 44:15,17 lot 13:24 39:12 41:21 LOUIS 1:22 love 7:23 LP 9:4 <hr/> <p style="text-align:center">M</p> <hr/> Madam 3:25 21:13 26:5 42:21 main 30:15 major 30:7 man 44:21 manager 8:22 manner 46:4 map 29:7 mapping 31:21 mark 12:9 47:19 marriage 49:15 Martha 35:9 Marylou 37:9 Masters 9:5 match 34:24 materials 43:18 Matt 13:10 matter 10:7,11 49:17 matured 11:17 maybe 14:6 Mazzerelli 31:9,11 41:18 42:8 Mazzerelli's 35:8 McGrath 35:21 36:8 mckay 1:14 12:15 14:7 46:7,24 McKay 26:6 29:22	37:2,13,21 McKinney 35:9,13 McKol 36:17 mean 44:25 measure 29:9 30:18 Medicaid 5:24 meet 11:19 12:8 37:3 41:15 43:2 meeting 1:3 3:1,6 4:1 5:1 6:1 7:1 8:1 9:1 10:1,5,14,16 11:1 12:1 13:1 14:1,24 15:1,8,9,16 16:1,12 17:1,22 18:1 19:1 20:1,17,18,25 21:1 22:1 23:1 24:1 25:1 26:1 27:1,19 28:1,8 29:1 30:1 31:1 32:1 33:1 34:1,20 35:1 36:1,25 37:1,13 38:1,12 39:1 40:1 41:1,16 42:1,18 43:1 44:1 45:1 46:1,11 47:1 48:1 49:1,8 meetings 42:23 members 4:10 8:14 26:20 memo 35:23 36:7 Memorial 4:24 mention 46:10,23 mentioned 7:3 35:19 met 23:22 35:13 41:17 42:14 43:15 meters 12:9 method 25:2 middle 23:16 26:10,15 27:17 34:10 36:10,16 mileage 48:4 million 22:2,19 23:3,9,18 33:14 minority 5:9,11,13,16 minutes 15:15 20:24 28:16 missed 43:6
--	---	---	--



<p>mission 32:8,10</p> <p>model 32:15</p> <p>modeling 7:20</p> <p>modest 22:25</p> <p>moment 3:13</p> <p>Monday 26:14</p> <p>money 23:25 33:24 47:22 48:10</p> <p>monies 23:6</p> <p>monitoring 22:10,12 26:12,25 27:20 29:3 34:8 38:22</p> <p>monthly 22:9 42:23</p> <p>Morgo 1:25 15:10,18 21:3 23:20 24:6 40:2,20 42:14 43:4 46:9 47:2</p> <p>morning 6:20 9:10 16:2 21:12 26:4,8</p> <p>mostly 11:23</p> <p>motion 10:4,13 14:19,20 15:6,7,13,14,17,22 18:9 20:8,15,16,22,23 21:7 39:18,25 40:12,17,23 41:6 45:14 48:18,23</p> <p>move 10:3 14:22 15:10 31:25 37:15 40:3 41:7 45:20</p> <p>moved 4:14 14:25 20:11 21:2 40:25</p> <p>moving 21:18 25:16 43:16</p> <p>multicultural 18:23,24</p> <p>myself 14:6 35:12 45:23</p> <hr/> <p style="text-align: center;">N</p> <hr/> <p>national 11:3,13,25 12:3,6,8,16 13:2,8</p> <p>native 4:14 8:24</p> <p>necessary 14:14</p> <p>news 23:5</p>	<p>Newsday 46:20</p> <p>NJCAA 11:12 12:3</p> <p>North 11:12</p> <p>Notary 49:4 50:25</p> <p>NOTED 48:24</p> <p>notes 49:11</p> <p>November 29:23 38:11 47:3</p> <p>NYSUT 48:7</p> <hr/> <p style="text-align: center;">O</p> <hr/> <p>objective 29:10</p> <p>objectives 32:7,12</p> <p>occur 36:25</p> <p>October 7:19 14:23 16:13 36:19,24 39:14 42:25 47:3 48:10</p> <p>offering 7:16 10:10</p> <p>office 5:9 21:20 35:22</p> <p>officer 3:14 35:21 44:13</p> <p>officers 35:24</p> <p>O'HARA 2:3</p> <p>okay 4:4</p> <p>on-line 24:11</p> <p>open 37:5</p> <p>operational 28:15,20 29:12,21 30:5 32:16 34:19</p> <p>operationalized 29:5</p> <p>operations 5:23</p> <p>opportunity 7:8 8:3 31:4 34:16 38:2 41:15</p> <p>Oppose 10:12 15:5,13,21</p> <p>Opposed 20:14,21 21:6 39:24 40:16 41:5 45:13 48:22</p> <p>option 27:18 34:13</p> <p>oral 36:23 37:11</p> <p>order 3:6 15:9 20:19</p>	<p>24:2</p> <p>organized 30:17</p> <p>Others 7:21</p> <p>ourselves 33:19</p> <p>outcome 30:19 31:14 49:16</p> <p>outcomes 31:5,8</p> <p>outreach 4:22</p> <p>outside 38:14</p> <p>outstanding 13:13 42:17</p> <p>overall 29:12</p> <p>owned 5:14</p> <p>owners 5:17</p> <hr/> <p style="text-align: center;">P</p> <hr/> <p>p.m 10:17 48:24</p> <p>packet 18:12 21:24 44:3</p> <p>packets 18:3</p> <p>PAGE 50:5</p> <p>parents 12:19</p> <p>participate 7:22</p> <p>participating 39:16 42:5</p> <p>particular 10:8,10</p> <p>parties 49:14</p> <p>partner 39:7</p> <p>partnership 7:11 46:12 47:7</p> <p>party 47:18</p> <p>pass 44:11</p> <p>passed 10:13</p> <p>past 12:25 27:8 33:14</p> <p>Paterson 26:20</p> <p>patience 14:11,17</p> <p>patterns 25:6</p> <p>PAUL 1:23</p> <p>pay 24:23,25 47:22</p> <p>payable 24:24</p> <p>pay-as-you-go 36:3</p>	<p>peer 33:19</p> <p>Penn 11:21</p> <p>people 36:20 48:6</p> <p>percent 19:8,9,12,19 20:3 22:6,7 23:10,14,16</p> <p>performance 29:16</p> <p>Perhaps 42:25</p> <p>person 10:9 43:23</p> <p>personal 10:7 12:8</p> <p>personally 39:5</p> <p>personnel 6:3 41:8</p> <p>Peterman 47:15,16 48:12</p> <p>PETRIZZO 1:22 43:25</p> <p>Ph.D 6:10</p> <p>Phonetic 26:21 31:9 36:18</p> <p>phrase 25:19</p> <p>piece 17:12</p> <p>placed 18:22 29:3 30:14 32:2</p> <p>plan 28:4,5,20 29:4,5,8,11,12,18 32:9,17 34:19 39:3</p> <p>planning 25:25 26:3 28:3,15 30:6 32:15,16 36:15</p> <p>plans 29:9,11,13,15,21,25 34:24 35:2</p> <p>plays 6:16</p> <p>please 3:3 45:5</p> <p>pleased 41:25</p> <p>pleasure 8:8 9:13 10:23</p> <p>pledge 3:3,7,10</p> <p>plug 7:16</p> <p>point 12:15 24:14 28:11 34:2 38:8</p> <p>policies 25:7</p> <p>policy 22:24 25:6 33:8 42:9,11</p>
--	--	--	---



<p>PONTIERI 1:23 15:17 40:13,18 41:9 45:10</p> <p>position 4:19 5:19 38:5</p> <p>positive 22:16,18,22 23:6,18 24:17 25:19</p> <p>possible 37:10</p> <p>post 33:20 36:2</p> <p>practices 33:9 36:9</p> <p>predicated 22:7</p> <p>preliminary 16:5</p> <p>prepared 25:9</p> <p>prepares 38:4</p> <p>present 1:11 12:16 15:25 27:9 38:2</p> <p>presentation 3:24 10:20 19:22 26:18 31:19 37:5,12 41:19 43:8</p> <p>presented 21:10 29:22</p> <p>presenting 29:25 30:2</p> <p>president 1:14,20 2:4,6 6:7 15:24 21:10,14 36:6 37:2 41:18 42:19,22 46:15,18 47:10,20 48:7</p> <p>presidential 14:19,23 41:10</p> <p>presidents 34:21 38:14,17</p> <p>President's 46:6</p> <p>presiding 3:14 44:13</p> <p>pretty 13:24</p> <p>Previous 8:21</p> <p>previously 8:18,24 27:2</p> <p>primarily 32:5</p> <p>prior 38:19</p> <p>priorities 18:20</p> <p>prioritize 27:5</p> <p>proactive 33:10</p> <p>proactively 27:11</p>	<p>proceed 4:4 42:7</p> <p>process 16:10 21:20 26:24 28:10 30:17,22 33:13 35:17 36:22 41:11</p> <p>professional 46:2</p> <p>profit/loss 16:25</p> <p>program 30:23 31:5 35:5</p> <p>programs 18:18 19:2 31:7,23 41:23</p> <p>progress 24:2 29:21,25 30:3,6,9 41:21</p> <p>project 4:22 28:14 39:9</p> <p>projected 19:8 20:2</p> <p>projecting 21:25</p> <p>projects 43:16,20</p> <p>prominent 13:7</p> <p>promise 8:4</p> <p>promote 5:12</p> <p>pronounce 37:14</p> <p>proposed 18:16 19:17</p> <p>proud 7:9,14 8:4</p> <p>proudly 6:13</p> <p>provide 32:4,24</p> <p>provided 17:24 30:16 33:4,7</p> <p>providing 5:15 29:7</p> <p>prudent 22:14,20 33:10</p> <p>psychology 4:18</p> <p>public 5:23 49:4 50:25</p> <p>push 24:7</p> <hr/> <p style="text-align: center;">Q</p> <hr/> <p>qualifications 8:10</p> <p>qualified 11:9</p> <p>quantitative 25:14</p> <p>quarterly 29:20 30:2</p> <p>question 43:20</p>	<p>questions 18:7 19:23 23:19</p> <p>quickly 32:2</p> <p>quite 23:15 33:23 39:9 44:18</p> <hr/> <p style="text-align: center;">R</p> <hr/> <p>raise 47:23</p> <p>really 11:17 13:9 45:6</p> <p>reappointment 40:5</p> <p>REASON 50:7,9,11,13,15,17</p> <p>recall 22:23</p> <p>received 4:23 41:19 43:9</p> <p>recitation 3:10</p> <p>recognition 46:21</p> <p>recognize 3:22 4:5 10:19 12:19</p> <p>recognized 25:11 45:7</p> <p>recommend 23:17 38:6</p> <p>recommendation 24:22</p> <p>recommendations 42:3</p> <p>recommended 34:10</p> <p>recommending 25:15</p> <p>reconciled 16:13 17:21</p> <p>reconvened 10:17</p> <p>record 3:4 12:10 49:8</p> <p>records 11:20</p> <p>recruitment 47:8</p> <p>reflect 16:6 27:21</p> <p>reflected 19:3</p> <p>reflects 19:18</p> <p>regarding 33:20 43:8</p> <p>regards 28:23</p> <p>Regional 6:6</p> <p>regular 11:19</p> <p>regulation 33:17</p>	<p>related 22:3 49:14</p> <p>relating 10:7</p> <p>Relations 4:17</p> <p>relationship 46:13</p> <p>Relays 11:21</p> <p>remainder 28:13</p> <p>remember 3:8</p> <p>remind 48:5</p> <p>remiss 26:17</p> <p>repeat 12:6</p> <p>replenish 23:8,25</p> <p>report 14:21 16:4,5 17:18,21 18:4,15 23:5 26:12,13 27:2,6,20,23 28:23 29:4 30:10 34:8,13 36:2 37:24,25 38:9,11,22,23 45:21 46:6</p> <p>reported 42:20</p> <p>reporter 49:4</p> <p>reports 15:25 16:14,15 21:9,24 29:21 30:4,6 41:8</p> <p>represents 16:17 18:16,17</p> <p>request 10:4 14:19 15:7,14 18:9 20:8,16,23 28:9 39:18 48:18</p> <p>requested 30:5 43:8</p> <p>required 24:16</p> <p>research 36:14</p> <p>reserve 23:4,8,9,14 24:17</p> <p>reserves 24:2</p> <p>resolution 24:20 39:19 43:21 44:2,11 45:16</p> <p>resolutions 20:9</p> <p>resource 28:3</p> <p>resources 32:23</p> <p>responded 25:12</p> <p>response 28:4 30:20</p>
--	---	--	---



<p>32:22 38:3 46:7 responses 25:13 responsibility 31:2 32:19 responsible 5:22 29:24 result 17:14 results 30:18 42:20 retirement 47:17 return 15:9 revenue 16:19,20 17:13 19:10 21:25 22:10,21 review 30:23 31:15 35:5 38:11 reviewed 31:22 reviewers 36:12 reviews 16:11 revised 30:22 35:6,7 revision 14:20 28:6,9 RFP 25:9,11 42:18 Richard 4:24 36:12,13 ring 12:17 Riverhead 44:21 road 29:7 Robert 5:8 role 6:17 roles 14:12 room 1:4 7:12 39:6 roughly 23:10 round 32:16 46:8 running 13:5</p> <hr/> <p style="text-align: center;">S</p> <hr/> <p>salary 19:12 Sanders 1:17 15:11 39:21 40:25 41:17 SANDRA 2:3 Scantron 14:21 SCC 1:14 2:3 scholarship 4:25</p>	<p>47:24 school 6:11 11:2,7 12:9 47:6 schooling 11:23 Schuler 47:18 season 11:16,19,24 13:14,16,18 second 11:22,25 15:11,18 18:11 21:3 39:21 40:13 41:2 45:10 48:19 security 48:11 Seems 41:23 send 36:11 48:2 senior 46:11 sense 24:3 35:15 sent 25:11 26:13 separate 29:11 September 1:7 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 21:1,16 22:1 23:1 24:1 25:1 26:1 27:1,4 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 49:1,10 seriously 14:13 served 8:18,24 40:6,10 service 5:2 services 5:21 6:2 24:23 42:19 43:9 serving 6:6 47:9 session 10:6 sessions 14:16 settlement 10:9 seven 27:8,24 28:14,21,24 34:17 38:18 40:3 several 27:22</p>	<p>SHAND 49:3,23 share 43:12 47:3 Sharing 40:20 SHAUN 1:14 She's 9:5 shortfall 21:25 22:8,21 shorthand 49:3 Shults 25:25 26:8,18,22 27:17 28:7,12,17 31:20 34:6,19 35:12,19 39:6 SHYBUNKO-MOORE 1:24 SIGNATURE 50:20 significant 6:17 46:22 silence 3:13 Silvia 4:12 sister 33:22 situation 26:10 six 16:24 skillfully 27:15 small 26:15 43:17 social 5:4,21 6:11 19:2 48:10 Society 6:7 sophomore 11:16 special 4:5 5:10 spend 14:13 spending 33:25 spoke 46:11 sponsors 25:7 St 4:16 stand 3:13 standard 27:24 28:13,21,24 30:13,14 32:22 34:17 35:4,18 standards 27:7 31:24 start 42:25 State 11:9 13:5 49:5</p>	<p>statements 36:2 states 23:16 26:11,15 27:18 34:10 36:10,16 stay 37:15 stellar 11:8 stenographic 49:11 step 7:15 steps 32:24 Stony 5:5 6:10 story 6:16 7:4 strategic 28:4,5 29:5,18 32:9,17 strategies 33:11 structured 41:24 structures 31:3 student 1:21 3:18,19 4:2 9:25 10:20,25 11:8 19:25 43:7 45:22 students 12:19 30:19 41:14 47:6,12 studies 4:25 5:6 submission 27:23 42:15 submitted 26:25 submitting 27:19 SUBSCRIBED 50:22 subsidy 17:5 substantial 27:12 28:6 substitute 44:2 success 29:20 41:14 43:7 successes 7:5 Suffolk 1:2 3:15 5:14,20 6:13,16 7:2,5 10:24 11:11,17 12:12 13:6 26:6,19 40:7 44:14 49:9 Suffolk's 11:4 12:5 Summarized 16:3 Sunday 45:22 SUNY 5:4 6:10 33:22</p>
--	---	---	--



<p>35:20,21 36:18</p> <p>supervisor 9:3</p> <p>supplement 34:7,13</p> <p>supplemental 26:13 27:19 28:23 38:22</p> <p>support 5:24</p> <p>supported 18:19</p> <p>sure 4:8 7:10 24:8 30:25 31:4,16</p> <p>surplus 17:15 23:24,25 24:10</p> <p>sustainability 33:3</p> <p>sustainable 30:17</p> <p>swearing 3:17,19</p> <p>SWORN 50:22</p> <p>system 21:18 31:2</p> <hr/> <p style="text-align: center;">T</p> <hr/> <p>table 7:24 46:8</p> <p>taking 32:24</p> <p>talk 28:19</p> <p>talked 42:24</p> <p>task 39:9</p> <p>TD 24:25</p> <p>Teachers 47:4,11</p> <p>teaching 39:4</p> <p>team 7:15 11:5,14 12:2,24 13:8 19:5 26:15,20 31:10 34:14,21 37:2,22,24,25 46:18 48:7</p> <p>Tech 43:24 44:5</p> <p>technical 5:15</p> <p>technology 6:4</p> <p>templates 35:6</p> <p>term 32:25</p> <p>terms 19:14 24:10,11 35:18 42:3</p> <p>testing 38:15</p> <p>thank 3:16 6:21 7:7 8:2,12 9:11 13:22,25 14:10 18:6 20:4,5</p>	<p>25:20 34:5 39:5,10,11 43:5 44:4 45:19 46:24,25 48:12,15</p> <p>Thanksgiving 38:20</p> <p>that's 22:2 24:12,19 28:22 39:3 43:18 44:6</p> <p>Thereafter 4:18</p> <p>therefore 25:8</p> <p>there's 18:10</p> <p>THERESA 1:17</p> <p>THIS__DAY 50:23</p> <p>thrilled 6:24</p> <p>throughout 26:24</p> <p>Thursday 1:7 38:10</p> <p>Thus 22:19</p> <p>tirelessly 5:12</p> <p>title 11:25</p> <p>today 45:22</p> <p>tool 47:9</p> <p>tools 44:24</p> <p>top 14:6 37:19</p> <p>total 23:11</p> <p>tough 13:24</p> <p>toward 34:18</p> <p>Town 4:20</p> <p>town's 4:21</p> <p>TRACIE 49:3,23</p> <p>track 11:4 12:5,24</p> <p>training 5:16 13:25</p> <p>transactions 21:22</p> <p>transfer 23:3</p> <p>transformative 6:17</p> <p>treasurer 25:5</p> <p>tremendous 26:23</p> <p>tried 27:4,9</p> <p>triple 11:3,11,18,25</p> <p>true 49:7</p> <p>trustee 1:16,17,18,19,23,24,</p>	<p>25 2:2 3:9,18,19 41:16 45:19,23 46:24 47:2</p> <p>trustees 1:3 3:1 4:1,11 5:1 6:1 7:1,23 8:1,7 9:1,20 10:1,5 11:1 12:1 13:1 14:1,24 15:1,8 16:1 17:1 18:1 19:1 20:1,18,25 21:1,13 22:1 23:1 24:1 25:1 26:1,5 27:1 28:1 29:1 30:1,4 31:1 32:1 33:1 34:1 35:1 36:1,21 37:1 38:1 39:1,15 40:1 41:1 42:1 43:1 44:1 45:1 46:1 47:1 48:1 49:1,9</p> <p>trying 34:24,25 35:16 44:25</p> <p>tuition 22:25</p> <p>tune 27:13</p> <p>turn 28:12</p> <p>two-time 11:3</p> <p>typically 17:5</p> <hr/> <p style="text-align: center;">U</p> <hr/> <p>understanding 14:11,17 24:15 40:9</p> <p>union 47:20</p> <p>university 38:16 46:14,15</p> <p>unreconciled 16:3 17:19</p> <p>update 26:3 42:9</p> <p>updating 26:9</p> <p>uploaded 27:16</p> <p>USA 8:23</p> <p>utilize 30:18</p> <hr/> <p style="text-align: center;">V</p> <hr/> <p>validates 36:4</p> <p>various 18:18</p> <p>veterans 43:9</p> <p>viability 33:2</p>	<p>vice 1:20 6:6 15:24 21:10 34:20 36:6 41:18 42:19,21</p> <p>visit 34:11 36:18 37:18</p> <p>visits 26:16</p> <p>Vizzini 21:11,12 24:5,14 36:6 42:19</p> <hr/> <p style="text-align: center;">W</p> <hr/> <p>waiting 4:2 9:21,24</p> <p>Walter 2:2 47:25</p> <p>Walters 1:20 15:24 16:2 18:15 20:2,6</p> <p>warm 9:11,13</p> <p>warning 30:14 32:3 37:15,16</p> <p>wash 24:4</p> <p>website 31:11 42:4</p> <p>week 14:21 41:15</p> <p>weeks 27:22</p> <p>welcome 7:22 8:7 9:21</p> <p>welcoming 47:12</p> <p>Welfare 6:11</p> <p>we'll 3:17 12:16 26:11 38:2 42:25 45:20</p> <p>we're 4:2 7:24 9:24 12:18 16:11 17:8 19:15 21:18 35:4,14 37:7 41:11 48:6</p> <p>We've 16:10 41:9</p> <p>Whereupon 3:9 10:14,16</p> <p>whether 37:15</p> <p>whole 44:11</p> <p>winning 12:7 13:2</p> <p>winnings 13:23</p> <p>winter 12:12</p> <p>WITNESS 50:4,20</p> <p>witnessed 12:25 44:19</p> <p>woman 13:4</p> <p>women 5:13,17</p> <p>women's 19:5</p>
---	---	---	---



won 11:11

work 5:4 7:9 9:17 31:9
39:7,12 44:24 46:17

worked 5:11

working 8:9 9:16 28:25
34:23 35:7 37:7,9

writing 34:14 38:3

Y

yearly 29:6

year's 18:20

York 1:5 4:13 6:7 9:8
11:9 45:24 49:5

you'll 31:7 48:3

young 13:4

Youth 4:20

