

**SUFFOLK COUNTY COMMUNITY COLLEGE
SUMMARY MINUTES OF THE BOARD OF TRUSTEES MEETING
BABYLON STUDENT CENTER, AMMERMAN CAMPUS
SELDEN, NEW YORK
APRIL 9, 2015**

The meeting was held on Thursday, April 9, 2015 at 9:00 a.m. in the Mildred Green Room of the Babylon Student Center on the Ammerman Campus, Selden, New York.

PRESENT:

Dafny Irizarry	Chairwoman
Theresa Sanders	Vice Chair
Bryan Lilly	Secretary
Gordon D. Canary	Trustee
Bergre Escorbores	Trustee
James Morgo	Trustee
Paul Pontieri	Trustee
Denise Lindsay Sullivan	Trustee
Gardy E. Amilcar	Student Trustee
Dr. Shaun L. McKay	President
Louis Petrizzo, Esq.	General Counsel
Jeffery Pedersen	V.P. for Planning & Institutional Effectiveness
Gail Vizzini	V.P. of Business and Financial Affairs
Christopher Adams	V.P. of Student Affairs
Mary Lou Araneo	V.P. of Institutional Advancement

The meeting of the Board of Trustees was convened at 9:13 a.m.

Chairwoman Irizarry welcomed everyone; the Pledge of Allegiance was led by Trustee Canary.

Chairwoman Irizarry requested a motion to adjourn the Board of Trustees meeting and call to order the meeting of the Board of Directors at 9:14 a.m. Trustee Escorbores so moved, Trustee Lindsay Sullivan seconded, motion was approved unanimously.

Chairwoman Irizarry called for a motion to adjourn the Board of Directors meeting and reconvene the Board of Trustees meeting at 9:17 a.m. Trustee Lindsay so moved, Trustee Escorbores seconded, and the motion was approved unanimously.

Chairwoman Irizarry requested a motion to approve the minutes of the March 19, 2015 Board of Trustees meeting. Trustee Morgo so moved, Trustee Canary seconded. The motion was approved. Trustee Sanders abstained.

Chairwoman Irizarry stated Trustee Morgo wanted to say a few words before VP Vizzini gave her presentation on the 2015-2016 budget. Trustee Morgo began by saying the budget was extremely important and complicated. He stated the State Legislature approved the budget in the month of April increasing state aid by \$100 for full-time equivalent students, which translates into \$2 million for the College. He said it was more than the College had anticipated receiving. He congratulated Dr. McKay, his team and the students who travelled to Albany to advocate for more funding. Trustee Morgo congratulated the entire Long Island Senate delegation as well. He said the Senate originally proposed \$25 per FTE. The College anticipated around \$50 per FTE. During this time Dr. McKay asked Trustee Morgo to call Senator Engelbright, which he did and which was a very positive thing. Trustee Morgo said he couldn't emphasize enough how important the entire Suffolk Community College team was for the College.

Chairwoman Irizarry introduced Vice President of Business and Financial Affairs, Gail Vizzini, to present the 2015-2016 budget. VP Vizzini thanked the Board for the opportunity to present the arduous and challenging process of putting together the operating budget for the 2015-2016 fiscal year. She said once the Board made their final determinations her department would finalize the budget, and send the approved version to the County the following week by the due date.

VP Vizzini went through the process in which the budget is assembled, and how the final determinations are usually made. The first thing her office does in terms of the budget process is to send out a letter to the departments asking them what their needs are for the coming year. They are asked to please adhere to a no-growth scenario other than personnel because the College is looking to operate as efficiently as possible. The College does allow for needs to be identified if it has something to do with assessment, accreditation criteria, and the new William J. Lindsay building. The requests go to the business office and in consultation with Dr. McKay and they prioritize the needs. The business office then prepares what is referred to as the budget gap. The budget gap is how much more it is going to cost to do business in 2015-2016 than it was in 2014-2015. The budget gap spread sheet was then presented to the Budget and Finance committee, as well the other sub-committees for their input. The increase in the 2015-2016 operating budget over the prior year is \$6.4 million.

VP Vizzini said that in terms of budget certainty, it's an excellent thing to have contractual salary agreements in place. If you don't, you make certain assumptions in terms of what percentage employee's steps and salaries will be. The first area for the increase in budget is salaries for employees. The College has picked up some savings in pension contributions in the amount of \$3 million. However, employee health insurance still remains a concern. From past history, we know that health insurance increases, on average, about 10% to 13% annually. The College is anticipating, based on the rates that the County is giving, an additional \$2 million for health insurance. There will also be additional costs associated with the new William J. Lindsay building as well as the LIU building on the Grant campus. VP Vizzini stated that of the almost \$3 million of "asks" from the departments, priorities for them that need to be addressed, have been narrowed down to \$1.3 million. She said this resulted in an overall increase of \$6.4 million on the expenditure side. In regard to revenue, enrollment has picked up a bit adding to our total for tuition and fees. The College anticipates getting revenue from its energy efficiency behavior modification with Cenergistics. Part of that agreement is to offset salaries to employees who will be dedicated to that function, salaries and benefits no more than \$100,000.00 a person. VP Vizzini recalled that in order to balance the 2014-2015 operating budget, the College used the fund balance reserve. This was the largest transfer from the reserve in many years, in the amount of \$4.3 million. She stated that when you add the plusses to the -\$4.3 million, you have a \$-3.4 on the revenue side. That plus the \$6.4 million in expenditures gives you a budget gap of \$9.8 million.

VP Vizzini began to present the various scenarios to gauge the Trustees' threshold for what the College will ask from the County, what the threshold is for increasing tuition and fees and what the College is getting from the State. VP Vizzini said, as Trustee Morgo indicated earlier, the College received an additional \$100 per FTE. This will provide the College with \$2 million towards addressing the \$9.8 million increase. She noted that after much discussion with the several committees, no one on the Board wants to see the cost of public education increase, but they recognize their fiduciary responsibilities, the need to have a balanced budget, and not rely tremendously on reserves.

VP Vizzini pointed out the College is extremely dependent on enrollment. Very few of the thirty community colleges are experiencing a growth in enrollment. Very few are experiencing enrollment being flat. Most are experiencing decline. The College with its extensive marketing, is capturing a larger percentage of that smaller number than ever before.

She stated that for the purposes of the presentation, the assumption is that the tuition will increase by \$90 a semester or \$180 a year, which will yield \$3.6 million in revenue. This leaves the College with the decision of what to ask from the County. Initially, the College put together a budget request asking for a \$2 million dollar increase in the County contribution. The original direction from the Budget and Finance committee was to go for the \$2 million. VP Vizzini stated that after further deliberation yesterday in an effort to offer options, she introduced the concept of the Technology Fee that had been researched by the Instructional Technology branch. However, the concept of the increase in Technology Fee, in addition to increasing tuition, was not embraced by the Trustees. Their preference was to have only an increase in tuition. Under that scenario, the College does not have enough to bridge the gap, and so the direction from the initial Budget and Finance deliberations was to use the reserve fund in the amount of \$1.8 million.

VP Vizzini added however that at the conclusion of the three sub-committee meetings, the directive from the Trustees was to ask for \$2.4 million from the County. Further discussion led to the possibility of going back to only asking for \$2 million from the County. VP Vizzini proceeded to discuss asking for money from the County and the fallback if the College does not receive it. She pointed out the only factors changing are the County contribution and the use of fund balance. If the College only gets 2% from the County, the tuition will be set for \$180, and the state aid is \$100 per FTE, the College would have to access \$3.4 million from reserve in order to balance the budget. If the College is fortunate enough to get 3% from the County, that is \$1.1 million, the less the College will have to use of the reserve fund. VP Vizzini said a 5% ask from the County is \$1.9 million and that reduces the dependence on transfer from the fund balance to \$2.3 million.

VP Vizzini discussed others things the College does to make sure the budget is put together in an efficient manner. She said Dr. McKay has a restrictive hiring practice. He looks at a variety of data in terms of program viability, history of full-time versus the use of adjunct faculty. She noted adjunct faculty bring excellent outside experience as well as from a budget perspective, do not come with the benefit costs. Once a vacancy occurs, there is a question whether it should be filled on a full-time basis with the associated costs, or if the College and department can function just as well with less than full-time personnel. A similar criteria is applied to the blue and white collar positions. She noted her experience at the College and in her office, where they have administrative personnel who are college aides, are part-time and are not as costly as having full-time staff. The College has revenue generated by public-private partnerships with Adelphi and LIU. Each occupies space within the College's facilities. LIU is offsetting the \$685,000 in costs for the temporary structure going up on the Grant campus. The College will be able to use the building during the day and LIU has use of it in the very late afternoon, early evening. In addition there is a resolution to approve the College's ongoing efforts to get rebates from PSEG to help mitigate the growth of energy costs. There is the Plus 2, a provision in the faculty contract that allows the continuation of a higher number of students in specific classes. She noted for the spring alone that

translated to 75 fewer sections. To put a cost to it, it would probably be the equivalent to what the cost would be to heat and light that particular classroom plus an adjunct's salary to teach that three credit course. There are also outside entities both nonprofit and profit that rent space at the College when it's not used for its core mission.

Trustee Morgo interjected and noted that at the meeting yesterday, Chairwoman Irizarry and Trustee Lindsay Sullivan made the point that it would be good to quantify what the savings were from the things listed by VP Vizzini; such as, Plus 2, how much is that actually saving.

VP Vizzini noted the increase is a modest 3.3%, considering the steps and the contractual agreements that are in place. She added equipment was up by only \$231,000 indicative of mostly computer equipment and plant operations replacing equipment that are no longer viable, and no longer worth repairing. Utilities is 3.1% which is well below the 7% it had been several years ago. Employee benefits in the aggregate are going up. Supplies constitute 4.7%. Other areas are a very small percentage of the whole budget.

Other areas include a commitment to reallocate funding to continue the use of Blackboard to promote online learning and online course offerings. The College has a five year plan to engage more learning online. The ultimate goal is less bricks and mortar, but also to enhance the experience. This effort is being led by Dr. Troy Hahn. There are some staffing positions that need to be addressed. VP Vizzini added the budget includes positions to address the accreditation recommendations for the Criminal Justice program, Health Information Technology, and the Technology and Networking support that the IT Department provides. The College also needed to fill a day and night custodian for the new William J. Lindsay building, and a clerical staff for the Culinary since it only has only one staff person and that has become a problem. Also included is annual maintenance for a new procurement system which will eliminate a lot of the paper intensive aspect of the College's procurement process. It will ensure that procurement is in compliance with only those contracts that are in effect for the College. Also with the additional space, the College had to upgrade its fire system contracts to ensure that they're extended to extinguishing for the building, sprinkler and maintenance and repairs. Lastly, the safety supplies associated with the fire systems and fire violations.

VP Vizzini stated that there was no question that the both the County Executive and the County Legislature are great supporters of the College. History shows the increases of the County contribution. She said in some regards they are directly connected to the economy. The recession hit in 2008, and for six years there were zeros. For the past six years, the County has not recognized that operating costs for the College rose just like the County's costs. VP Vizzini said that County Executive Bellone, for the first time in a long time, actually recommended a 2% increase in his recommended budget for the College.

VP Vizzini discussed other community colleges tuition rates. She referred to a spreadsheet that included 2014-2015 data for Westchester, Rockland, Onondaga and Nassau. Those are the ones the College is typically compared to. It showed the College being in the mid-range. She noted some colleges are considering a 3% increase.

VP Vizzini stated the operating budget increase is 3.18%, the lowest percentage increase for the College's operating budget over the past five years. The budget gap of \$9.8 million is comprised of increase in expenditures and revenue shortfall on reserve. VP Vizzini stated she was looking for guidance from the Board on what the College will ask from the County. Will the College be looking for a \$2 million, 5% increase, or, as she was directed yesterday, a 6.25%.

She pointed out if the Board did not have the will to increase any other sources of revenue such as tuition or fees, and the College receives 2.4% from the County, the College would need to balance the budget

with the \$2.8 million from the reserve. If the College does not receive the 5% from the County, it will need to access \$2.3 from the reserve. VP Vizzini noted 2% from the County equates to \$790,000. The difference between \$790,000 and \$1.98 million is what the Board would have to advise where they would be willing to take that allocation from.

VP Vizzini then discussed the College's reserve fund balance and where it will be once the College makes the transfers. At the end of the 2013-2014 fiscal year, the fund balance was \$23.5 million. The College was authorized to use \$4.3 million in the last budget. If the College were to use the full \$4.3 million, the reserve fund would be \$20.9 million, which is 10.21% of the total operating budget. If the College were to ask for the 6.25% from the County and receive that level of funding, the college would then have to use \$1.8 million from the fund balance bringing it down to \$19.1 million. This would be just below the 10% as recommended by Middle States and other agencies for a comparable size of our institution.

Trustee Morgo asked VP Vizzini for the comparison of what other community colleges show as the percentage of their reserve to their operating budget. VP Vizzini stated it varied dramatically, mostly above their net operating budget. Nassau Community College was 4.2% of their operating budget for the 2013-2014 fiscal year. Trustee Morgo noted that several years ago the College's percentage was considerably lower than the recommended 10%. VP Vizzini confirmed and said it wasn't until 2008-2009 that the combination of not spending and the increase in enrollment were able to build to a comfortable level for the College.

Dr. McKay pointed out that when Middle States visited in 2007, the College was cited for not having the appropriate level of reserves. Trustee Lindsay Sullivan asked what the reserve was back then. Dr. McKay said it was about \$7 million and was not appropriate for the size of the institution. He noted that when Middle States visited again, they saw the College made enhancements in that area and complimented the College for having done so. Trustee Canary asked what the recommendation was from Middle States. VP Vizzini responded they recommend the College to have 10-15% of its operating budget in reserves.

VP Vizzini concluded by stated she applauded the Board for recognizing their fiduciary responsibility and doing what no one really wants to do and making a tough decision. She asked for their guidance on what to ask from the County, and what they will authorize the College to use from the reserve.

Student Trustee Amilcar said that in VP Vizzini's presentation she said the College is searching for other revenue. He asked if by "other revenue" she meant increasing the tuition and fees since the College is not getting enough from the County and State and is having issues with the use of the fund balance. VP Vizzini responded yes.

Trustee Morgo stated he wanted to discuss the aforementioned enhanced technology fee that was discussed at yesterday's Budget and Finance Committee meeting. He noted Student Trustee Amilcar asked the key question; what the increase in technology fee was for. The increase would be \$20 a semester, \$40 for the year. Trustee Morgo said the feeling of the Budget and Finance Committee members was that the students were already getting hit with a \$100 meal fee and other fees, and to push this technology fee to the 2016-2017 budget. Subsequent to their meeting, at the other committee meetings it was learned that it wasn't for new expenditures, and was already in the budget. He said there was a clear misunderstanding at the Budget and Finance Committee meeting.

Trustee Morgo said the question now was to tighten up more the budget to find the \$811,000, or to get it from the reserves. If they were to take from the reserves that would go from \$1.8 million to \$2.4 million.

Chairwoman Irizarry said it was confusing and troubling to her to be told in a previous finance committee meeting there was no proposed increase in fees and in the next committee meeting less than 24 hours before considering a budget, to be presented with a fee for technology. She said she knew it wasn't intentional, it was another way to get revenue, but it was never really discussed in that manner prior to the day before. Trustee Canary asked what exactly the money is being applied to in the budget. Trustee Lindsay Sullivan brought up the initial conversations about what the Board would be comfortable with regarding tuition increase and the amount on reserve, she thought \$180 a year and \$2.4 million, respectively, the approval for the use of the reserves was appropriate. Trustee Morgo said that is not what Student Trustee Amilcar was asking. Trustee Lindsay Sullivan also stated the day before it was decided to be left in the reserves and added as an additional fee. Trustee Amilcar said the way it was explained to him was that it was meant for updated software. Trustee Morgo added that it was maintaining what was in place.

The Chairwoman stated that the \$811,000.00 presented in the budget prior to the day before was not presented as a need for upgrading or maintaining technology, and that taking it out and presenting it as a technology fee, a separate line, was obviously not embraced well. Trustee Morgo made an admittedly imprecise analogy that when government doesn't want to raise taxes but has the need; they raise fees, but added the need is already in the budget. He said this is just one committee that felt this way, and asked if the Board felt it would be better as another fee. Trustee Lindsay Sullivan answered, not as a fee. Trustee Morgo continued, saying the committee felt it would be better to eliminate the fee, and debated whether to reduce the budget by that amount, but it was thought that that would be very difficult. He said this was not the consensus of the committee, it came from calls later in the night, deciding that if it has to come from someplace, it should come from the reserves.

Trustee Lindsay Sullivan said it should be noted that the Board did hear what the administration was saying with regard to Middle States. Trustee Morgo stated there are two places to get it, tuition or the reserves, and with the reserves there are fiscal restraints because of fiscal responsibilities and the Middle State's 10% dictum. He said the College doesn't want to go below that 10%, and just because the College heard other places do it doesn't mean the College should do it. That is the choice.

Student Trustee Amilcar reasoned that it was a tough decision just to reach \$180, and in a few weeks decide to go with a \$230 increase, so why not just call it a \$230 increase? He stated that was what his whole point was.

Trustee Morgo said he would address that subject but first wanted to make the point that, as Ms. Vizzini stated, it's good to have contracts in place, and it's good that the College knows what it is getting from the State. But the College does not know what is going to happen between the County Executive and County Legislature. He said he was motivated to meet with the County Executive by the last Board meeting where Student Trustee Amilcar and Maria Gomez spoke about what a public higher education means, particularly to kids of modest means. He said the committee had already met with the Legislators and made the case for how important it is that tuition be kept affordable, but they hadn't met with the County Executive. The previous Tuesday morning, he said, he had breakfast with the County Executive from 9:30 to 11:30 in the morning. Trustee Morgo stated he expressed very strongly that all of the Trustees want to freeze tuition this year after the \$250 increase from last year, not to mention the \$4.3 million hit on the reserve fund. He said for the College to freeze tuition, it would need \$5.2 two million from the County, a 13% increase.

He said the County executive understood, he didn't gasp, but he did go into the operating budget for the County and the fiscal condition of the County, all the things you would imagine, sales tax being significantly down, and some D.M.V. equivalency that Suffolk is not getting, of which the Trustee was

not aware. He said the County Executive went on and on, but that is not to say that it was not legitimate how tough the County's operating budget is. The committee got the same response when they met with the Legislators. Trustee Morgo said they went back and forth, and Trustee Morgo, knowing it had worked for him and for some of the Legislators, proposed before the County Executive made a final decision, to set up a meeting where Mr. Bellone would hear from the students, where they come up and tell him what the tuition means to them and what the burden is.

Trustee Morgo continued, saying if the Board asked if he thought the College was going to get \$2.5 million or even \$2 million from the County, meaning both the Executive and Legislature, he didn't think so, but that it is good Mr. Bellone is going to listen to the students, and share with them what he shared with Trustee Morgo. He said he knows Mr. Bellone is talking to the Legislature. He stated the Board would not know a final decision that day but said the question was what to send over. He added he didn't know how much it mattered, and that sending over \$2 million might make more sense than \$2.5 million.

Trustee Pontieri pointed out it is very difficult to justify the tuition increase without an "ask", and one never knows what may come out of it, the way the Legislature is operating. He said his sense was to just go for the \$2.5 million and let them chop it up.

Trustee Morgo agreed that is what was going to happen. He mentioned an important point in his conversation with the County Executive, that after they went back and forth, Mr. Bellone agreed to listen to the students, but said one of the things he would commit to, after last year and this year, was a long term budget plan with the Legislature so that the College can have designated increases from the County. He said the College won't know what we are getting from the State from year to year and that is something that Presiding Officer Gregory talked about. He stated Mr. Bellone and Mr. Gregory talked about going in that direction.

Trustee Morgo said he did not want to diminish the importance of the County Executive meeting with the students because being a human being and listening to Student Trustee Amilcar and Maria Gomez could have an effect. He said that same afternoon he spoke to Dr. McKay and the meeting is already set up. He mentioned Mr. Bellone had one condition: better communication and coordination between the College and Mr. Bellone's team. He said he told the County Executive that speaking for himself, he didn't think that is a huge ask, knowing some of the motivation for it. He said Mr. Bellone did say that he thought Dr. McKay working with Joanne Minieri; the Deputy County Executive for Economic Development, putting in the original Start Up New York was a good step in the right direction. Trustee Morgo reported he had called Joanne Minieri to see if everyone was on the same page, but she was away on vacation, but said Mr. Bellone told him yes, that was the understanding.

Trustee Morgo then said although he would agree to any number, he thought \$2 million is better, \$2.25 million, \$2.5 million, whatever the Trustees want to do. He reviewed a history of what the College has gotten from the County, stating there was a series of zeros, then in the one year, '12-'13 there was 1%, and last year was the first increase in three years. He said the County committed to do better than 2%, but he didn't know how much better, considering the County's fiscal condition. He was asked if it will be 5% that the \$2 million is, and repeated Legislator Cilmi's question, where do we get it from. He concluded his report and asked if Trustee Lindsay Sullivan wanted to add anything from their long meeting the day before. He added he thought what Mr. Bellone asked for was not impossible, and what the College ought to be doing is communicating directly with the County Executive and improving its relationships. He said he was glad that the Start Up New York original resolution will make its way back.

Trustee Lindsay Sullivan said she appreciated that the County Executive wants to hear from the students. Student Trustee Amilcar stated he felt at peace with a 5% increase, that it was possible. He said he just didn't see why the County would be in opposition to investing in education, investing in the future of

Long Island, why there should be so much static. He said he understood there is another side to it, and said he would ask the questions, but the bottom line is, the students need the help. He said we're performing, we're achieving, what is the problem?

Trustee Escorbores asked what the “ask” was last year and Trustee Morgo answered 2%. Trustee Escorbores noted the College asked for 2% and got 2%. Trustee Morgo explained that the process was more advanced last year, and the College knew that the County Executive and Legislature would go with 2%. Dr. McKay said the College has been working with the County over the last several years, and for two years in a row the County asked us to go with zero. He said the Board made a difficult decision then to support the County in its difficult funding situation, however, the chart shows that the gap has widened in the average of the years that we have been given funding, and the average of the state funding. He reviewed that by renegotiating faculty contracts and trying to find efficiency in the system the College is mitigating costs. He said it is not easy and it is a commitment on the part of the faculty and administration and he believed the College has done a great job in mitigating costs.

Dr. McKay stated every year there will be a contractual increase, increase in costs, insurance costs or retirement costs, and the College has to make up the one shot from the prior year or find efficiencies in the year to mitigate the one shot that it has in the budget. He reminded the Board some of his colleagues upstate are down 10% in enrollment. He said the College is doing everything it can to operate an institution that is the one of the best in the state, and the difficulty is that the students are carrying a disproportionate burden of the operating costs of the College. They're still 51%.

Chairwoman Irizarry remarked she saw one of the ways the College has mitigated expenses is allocating grants, and asked how it is doing in that department, how aggressive are they. Dr. McKay replied very aggressive, explaining right now the College has about \$10 million of “asks” in grants, and received about \$4 million. He reported the College just got a new grant, almost \$700 thousand, to look at cyber security, and is getting increases over the prior initial grant award. He said it is a continuous process, and it is early in the game. He said the Foundation is also applying for grants. Chairwoman Irizarry asked if the College has a goal of financing some of its budget by X percent in grants; Dr. McKay referred the question to Ms. Vizzini, who replied there is a net number.

The Chairwoman said she knew the number was now about \$3.something million and said she wanted to see that goal number go up to \$5 million to mitigate expenses. Ms. Vizzini repeated the College aggressively chases after grants. Dr. McKay stated the College is competing with other agencies, but got the ADE grant it submitted, and no community college has ever gotten that, and it got three NSF grants in a row, which no community college has done in the state. He said the College had \$100,000 from the state to develop a program and \$700,000 from the federal government to support cyber security, proving it is going after grants aggressively.

Trustee Morgo stated it is clear that everyone who is working on this has the best interests of the students at heart, but it's complicated and it's difficult. He said regarding being able to get funds for quality affordable education, and although the County Executive is a product of a public college education and a working class family, the problem is, the College has a \$212 million budget, and when he was at the County, it was a \$1.6 billion budget. He said there are a lot of expenditures, and he noticed for the last 12 years an incredible fear of avoiding taxes, particularly on high property tax Long Island. The money has to come from somewhere. Regarding mitigation, he said the College needs to know how much it is saving and the cost efficiencies should be quantified.

Regarding grants, Trustee Morgo addressed the Chairwoman, and reported that one of the points Mr. Bellone was making about better coordination was that the College may be able to get grants from some

other sources if the County knew the needs. He said better results will come from cooperation when the College wants to get things done.

Trustee Lindsay Sullivan said she knew from years of hearing the budget issues in the County that there is not a single person that doesn't believe in this Community College in that Legislature. She stated the College can't assume, and she had no doubts if the County had it, they would give it to the College. She said the College needs to operate on the premise that they will try to give as much as they possibly can.

Trustee Morgo stated if he had to make a realistic choice of getting the money from increased tuition or getting it from the reserve, even knowing all the problems of a one shot, and the importance of the 10%, he would choose reserves.

Ms. Vizzini asked if there was anyone who would like her to change the resolution from an ask of \$2.485 million, and then use \$1.8 million from the reserve. She said the next question is in the event that the County, because of its own fiscal challenges, cannot meet that number, where will the difference come from? Trustee Lindsay Sullivan asked if the Ms. Vizzini needed to know that today. The Chairwoman said that was deliberated the day before and she thought it was agreed to discuss that once the College knows what the County's answer is rather than at this point. Ms. Vizzini pointed out that technically, any change would have to come back to the Board.

The Chairwoman stated if the Trustees agree, she would recommend that they explore the answer to that question once the College knows what has been allocated. Trustee Morgo said as far as the threshold question, he said he would prefer the 5%/\$2 million. He pointed out that Trustee Pontieri had said \$2.5 million. \$2 million was where they were going and then they raised it the day before, and he repeated he didn't think 5% or a little over 5% mattered because realistically it will be less anyway. Ms. Vizzini asked him if he thought it would harm the collaboration and Trustee Morgo replied it is not going to be the proverbial straw that breaks anybody's back. Trustee Morgo said he kept emphasizing to the County Executive to wait until he meets with the students.

Trustee Canary asked what the County's time frame is for finalizing their budget. Ms. Vizzini replied the College has to submit by April 17th, and she believed the County Executive has to come forward with the total recommended budget amount for the College on or about May 31st. She explained that budget review does an analysis of the report for the budget, and typically, she has encouraged them, through the Presiding Officer and Counsel, to vote on the College budget in June so that it can apply the tuition increase as the bills go out. Trustee Morgo said it is really for the College that they vote on it, and thought he remembered correctly that the full County budget is not submitted until the third week in September and then is voted on in November. Ms. Vizzini said that was correct. Trustee Morgo answered Student Trustee Amilcar's question that for the College budget for its purposes is adopted by the Legislature and County Executive in June, and Ms. Vizzini agreed.

Dr. McKay responded to Trustee Canary's question, saying what is important is that the students, when they select their courses, are billed based on the tuition rate that the College has. If the \$180 is the rate the College and the Board are considering, then the bills will be the same if it's \$2 million or \$2.5 million. As the students get their courses, they pay the bills so they don't lose their schedules. Trustee Morgo told Dr. McKay that there have been times when students actually got refunds because Sponsor support came in above expectations. He said he hoped he'd emphasized everything sufficiently, including the commitment that the County Executive made about a long-term plan. He said last year was the first increase in a long time and he thought the College was trending in the right direction.

Trustee Lindsay Sullivan asked for clarification that about 60% of the College's students get full Pell grant funding. Dr. Adams stated approximately 9,000 of the students get Pell grants which cover tuition,

books, transportation, and fees. Trustee Lindsay Sullivan said that is very relevant. Trustee Morgo congratulated Dr. McKay and Legislator DuWayne Gregory for going after the federal government for the idea of reducing Pell, which would be devastating to the students.

Trustee Sanders, returning to the threshold issue, stated she was thinking perhaps the number should be \$2.25 million, to build in a cushion in case the County is impressed with the student presentation. Trustee Escorbores said he didn't believe the College should be comfortable in believing that it will get the \$2 million, that he would be comfortable in asking five, but in reality it would probably be less than 5%. He said perhaps the student presentation may help, but he was under the impression that the College will get less. Trustee Morgo agreed, saying the discussions were that it was going to be the 5% or \$2 million, and if it were \$2,250,000 million, that shows a compromise between the two and he was comfortable with that. He said everything is contingent, and if the Executive and Legislature get it together at all it will be more than the original 2% proposed in the call letter, which translates to \$795,000. He said there are certain realities that the College has no control over, the County budget for one, and County sales tax, where the County gets most of their money. He said Trustee Pontieri's idea of splitting it shows there was a discussion and shows good faith.

Chairwoman Irizarry asked Trustee Escorbores if he thought the College would jeopardize receiving contribution from the County if it asks for more than \$2 million. Trustee Escorbores replied he thought the 5% is a good "ask" compared to the previous years. He was for the 5% given the meeting with the County Executive and the student presentation but wouldn't ask for the 6.25%. The Chairwoman asked if the reason was that it was pushing it too much and Trustee Escorbores said he thought so. Trustee Lilly said he thought he remembered that last year there was already discussion about increasing it to 5% that he believes the College in a way gave the County a heads up for going forward, considering that in the past years the College hadn't gotten any increases. He said he remembered Presiding Officer Gregory stating going forward the County was going to look at getting us to catch up with this fund balance. He asked does going with 6.25% push it even harder than the 5%. The 5% isn't coming out of thin air. He said the County Executive knows that this is coming or that he has to make up for past imbalances, but whether that affects it he didn't know. Finally, he said no one is going to deny the impacts on the students, but at the end of the day, the College has to find the money and the College knows it.

It is not that the County is saying they don't care what the College's story is. If the College gets something, someone else is not going to get it,

Trustee Morgo stated that in his first year as Chairman of the Budget and Finance Committee there was a miscommunication, where they asked for 5%. This was an incorrect understanding, on the part of the County Executive because there was a prior agreement for 2%. After long discussions the College agreed to ask for 2% and it was the first increase in years. However, he said as a consequence, the College had to raise tuition by \$250 and transfer \$4.3 million from the fund balance. Trustee Morgo said subsequent to this the College passed a resolution asking for a five year commitment plan and the County Legislature and Presiding Officer agreed to it. He said in his personal opinion the "ask" should be for the 5%.

Trustee Lindsay Sullivan said her big concern was how much would have to be used from the reserve funds. Trustee Morgo stated that if the Board did not want to raise tuition more than a \$180 the remaining funds needed would have to come out of the reserves.

Trustee Pontieri stated that his concern was that the County Executive might be offended if the College were to ask for more than the \$2 million. Trustee Morgo replied the College has been transparent and he felt that after the meeting with the County Executive and the students took place it would not be considered aggressive for the College to ask for \$2.25 million.

Chairwoman Irizarry pointed out that Trustees Amilcar, Escorbores, Lilly and Sanders, Morgo, felt comfortable with the 5% “ask”, and it was her recommendation to move forward with the 5% ask unless they wanted to continue the discussions.

Trustee Canary stated he felt comfortable with the 5% “ask”, as well as going more into the reserve funds if needed. He said a recommendation by Middle States and County Comptroller may work to the College’s advantage next year when they have to go back to the County Legislature to ask for funding. Trustee Canary thanked everyone involved for their efforts and work on the preparation of the budget.

Chairwoman Irizarry thanked everyone as well and stated that John Bullard was in the process of modifying the resolution so it would reflect the consensus of a 5% “ask”.

Chairwoman Irizarry requested a motion for the approval of amended College Resolution 2015.31, which calls for approving the College fiscal year 2015-2016 with the following changes: Whereas the College Board of Trustees are requesting an increase in County support of 5.% or \$1,988,438. Be it resolved the 2015-2016 operating budget shall include a transfer from the College fund balance reserve in the amount of \$2,304,974. Trustee Morgo so moved, Trustee Escorbores seconded, the motion was approved unanimously.

Chairwoman Irizarry requested a motion for the approval of College Resolution 2015.28 to 2015.39 Trustee Sanders so moved, Trustee Pontieri seconded, and the motion was approved unanimously.

RESOLUTION NO. 2015.28 - AWARDING A CONSTRUCTION CONTRACT FOR THE COLLEGE WIDE MECHANICAL EQUIPMENT REPLACEMENT PROJECT FUNDED FROM CP 2149

WHEREAS, capital project No. 2149 has been approved by Suffolk County and the State of New York for funding, and funds have been appropriated by the Suffolk County Legislature, and

WHEREAS, public bids for the Construction of the College Wide Mechanical Equipment Replacement Project were solicited and opened on March 31st 2015 and

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

RESOLVED, that the College President or his designee is authorized to enter into a contract with HVAC, Inc. in the amount of \$3,243,900 for the construction of the College Wide Mechanical equipment replacement Project upon such terms and conditions as shall approved by the College General Counsel.

RESOLUTION NO. 2015.29 - APPROVING MONTHLY SPONSOR SERVICES FOR SUFFOLK COUNTY COMMUNITY COLLEGE

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

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

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

RESOLVED, that the health insurance payment to the County of Suffolk in the amount of \$2,126,541.94 for the month of March 2015 (Attachment I) is hereby approved by the Board of Trustees.

RESOLUTION NO. 2015.30 - AUTHORIZING THE IMPOSITION OF A STUDENT CHARGE FOR PARTICIPATION IN THE ARAMARK SEMESTER MEAL PLAN

WHEREAS, by a resolution duly adopted on February 19, 2015, the Board of Trustees authorized a contract with Aramark Education Services LLC (“Aramark”) for the exclusive provision of food and vending services at Suffolk County Community College (“College”), and

WHEREAS, such food and vending services include a program wherein students on the Michael J. Grant and Ammerman Campuses who are enrolled for nine (9) or more credits in a semester will participate in the Aramark Semester Meal Plan in the Fall and Spring semesters, and

WHEREAS, under the Aramark Semester Meal Plan, meal cards will be purchased by said students at a nonrefundable cost of \$100.00, to be utilized for food and vending transactions on the Grant and Ammerman Campuses, be it therefore

RESOLVED, that the College is hereby authorized to impose a nonrefundable charge of \$100.00 upon students on the Michael J. Grant and Ammerman Campuses enrolled for nine (9) or more credits in a semester for participation in the Aramark Semester Meal Plan, and be it further

RESOLVED, the Vice President for Business and Financial Affairs is authorized to promulgate procedures for the implementation and management of such charge, and be it further

RESOLVED, that such charge shall not be considered a fee and shall not be reimbursable under any employee tuition reimbursement plan.

RESOLUTION NO. 2015.31 - APPROVING THE BUDGET FOR SUFFOLK COUNTY COMMUNITY COLLEGE FOR FISCAL YEAR 2015-2016

WHEREAS, the provisions of the New York State Education Law and regulations adopted in accordance with such law direct the Boards of Trustees of New York Community Colleges, subject to the approval of the State University Trustees, to prepare, approve and implement budgets, and

WHEREAS, Suffolk County Community College has developed its Operating Budget setting forth the budget total for the 2015-2016 fiscal year, and

WHEREAS, the 2015-2016 budget includes necessary amounts for meeting the operational needs of the College, and includes sufficient amounts for collective bargaining agreements, and

WHEREAS, the State commitment for base aid per full-time equivalent (FTE) has been increased by \$100.00 from \$2,497 to \$2,597 per FTE, and

WHEREAS, the College is submitting its Operating Budget for the 2015-2016 fiscal year to the Suffolk County Legislature and the Suffolk County Executive's office as per the Memorandum of Understanding, and

WHEREAS, prior to the 2% increase in 2014-15, the sponsor contribution had been flat over the past six years, increasing once by one percent in 2011-2012 and

WHEREAS, the College Board of Trustees is requesting an increase in County support of 5.00% or \$1,988,438 to the College for 2015-2016, and

WHEREAS, the Board of Trustees seeks a sustainable level of sponsor support to meet the mutual goals of keeping higher education attainable to the residents of Suffolk County and tuition affordable at Suffolk County Community College, and

WHEREAS, in order to balance this budget, the Board of Trustees has determined that it will be necessary to increase annual resident tuition by \$180.00, and

WHEREAS, the Board of Trustees has determined to access the Community College Fund Balance Reserve Fund to balance the budget, therefore, be it

RESOLVED, that the Board of Trustees hereby approves an Operating Budget for fiscal year 2015-2016 in the amount of \$212,082,237 for operations and \$3,177,530 for grants, and be it further

RESOLVED, that the annual tuition charges will increase from \$4,390 to \$4,570 per year for full-time resident students and from \$183 to \$191 per credit for part-time resident students, and be it further

RESOLVED, that the 2015-2016 operating budget shall include a transfer from the Community College Fund Balance Reserve in the amount of \$2,304,974 and be it further

RESOLVED, that annual tuition and fees as provided in Resolution No. 2015.32 are to be included in the College budget for the fiscal year 2015 - 2016.

Total Appropriations:	\$215,259,767
Operation Appropriations:	\$212,082,237
Grant Appropriations:	\$3,177,530

RESOLUTION NO. 2015.32 - AMENDING RESOLUTION NO. 2014.39, ADOPTING A TUITION AND FEE SCHEDULE FOR 2015-2016

WHEREAS, by Resolution No.2014.39 the Board adopted a Tuition and Fee Schedule for 2014-2015, and

WHEREAS, the College has reviewed its Tuition and Fees schedules and recommends that, with the following changes, the Tuition and Fee Schedule be approved for the 2015-2016 academic year, be it therefore

RESOLVED, the following changes in the Tuition and Fee schedule be approved:

Full-time Students	Fall <u>2015</u>	Spring <u>2016</u>
Tuition, Residents	\$2,285	\$2,285
Tuition, Non-Resident	\$4,570	\$4,570
Part-time Students	Fall <u>2015</u>	Spring <u>2016</u>
Tuition, Residents (per credit)	\$191	\$191
Tuition, Non-Resident	\$382	\$382

And be it further

RESOLVED, that English as a Second Language Fee charges will increase commensurate with the increases in full-time resident student tuition as shown on the attached Tuition and Fee Schedule (Attachment II), and be it further

RESOLVED, that the student Tuition and Fee Schedule (Attachment II) is hereby approved and adopted for fiscal year 2015-2016.

RESOLUTION NO. 2015.33 - AMENDING THE COLLEGE BUDGET FOR AN INCREASE FROM THE STATE UNIVERSITY OF NEW YORK FOR A COMMUNITY COLLEGE WORKFORCE DEVELOPMENT TRAINING GRANT FOR EMPLOYER-SUPPORTED TRAINING (CREST)

WHEREAS, the 2014-2015 College operating budget provided \$12,636 from the State University of New York to fund the College's workforce development training program for College Resources for Employer-Supported Training (CREST), for the period of November 24, 2014 through August 11, 2015, and

WHEREAS, the award includes an additional amount of \$564, bringing the total amount of the grant award to \$13,200, and

WHEREAS, it is necessary to amend the 2014-2015 College operating budget for the said increase in the grant award, and

WHEREAS, matching funds in the amount of \$2,400 (cash) from the employer partner, BJG Electronics, Inc., will increase the total project cost to \$15,600, be it therefore

RESOLVED, that the 2014-2015 College operating budget be amended to reflect an increase in the amount of \$564 from the State University of New York to fund the College's workforce development training program for College Resources for Employer-Supported Training (CREST), and be it further

RESOLVED, that the College President, or his designee, is authorized and empowered to execute a contract and any other required documentation, upon such terms as shall be approved by the College General Counsel.

Project Director: Nina Leonhardt

Note: No full-time personnel
Matching funds from employer partner, BJG Electronics, Inc.

RESOLUTION NO. 2015.34 - AMENDING THE COLLEGE BUDGET FOR AN INCREASE FROM THE STATE UNIVERSITY OF NEW YORK FOR A COMMUNITY COLLEGE WORKFORCE DEVELOPMENT TRAINING GRANT FOR IMPROVING HEALTH CARE: COMMUNICATION AND MANAGEMENT/LEADERSHIP SKILLS

WHEREAS, the 2014-2015 College operating budget provided \$11,664 from the State University of New York to fund the College's workforce development training program for Improving Health Care: Working with and Serving the Latino Population through Improved Communication and Management/Leadership Skills, for the period of November 24, 2014 through August 11, 2015, and

WHEREAS, the award includes an additional amount of \$3,456, bringing the total amount of the grant award to \$15,120, and

WHEREAS, it is necessary to amend the 2014-2015 College operating budget for the said increase in the grant award, and

WHEREAS, matching funds in the amount of \$1,680 (cash) from the employer partner, Catholic Health Services of Long Island, will increase the total project cost to \$16,800, be it therefore

RESOLVED, that the 2014-2015 College operating budget be amended to reflect an increase in the amount of \$3,456 from the State University of New York to fund the College's workforce development training program for Improving Health Care: Working with and Serving the Latino Population through Improved Communication and Management/Leadership Skills, and be it further

RESOLVED, that the College President, or his designee, is authorized and empowered to execute a contract and any other required documentation, upon such terms as shall be approved by the College General Counsel.

Project Director: Nina Leonhardt

Note: No full-time personnel
Matching funds from employer partner, Catholic Health Services of Long Island

RESOLUTION NO. 2015.35 - APPROVING BUDGET TRANSFERS

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

WHEREAS, according to said policy, budget transfers must be authorized by a resolution adopted by the Board of Trustees, and

WHEREAS, the Vice President for Business and Financial Affairs recommends the budget transfers on Attachment III as necessary for the operation of the College, be it therefore

RESOLVED, that the budget transfers shown on Attachment III are hereby authorized and approved.

RESOLUTION NO. 2015.36 - ACCEPTING A FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANT (FSEOG) FOR 2015-2016

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

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

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

RESOLVED, that the 2015-2016 Federal Supplemental Educational Opportunity Grant in the amount of \$771,758 be accepted, and be it further

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

RESOLUTION NO. 2015.37 - ACCEPTING A FEDERAL GRANT FOR THE 2015-2016 FEDERAL WORK STUDY PROGRAM (FWSP)

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

WHEREAS, the application has been approved in the amount of \$437,273, and

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

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

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

RESOLVED, that the Board of Trustees hereby accepts the total federal allotment of 2015-2016 Federal Work Study Program in the amount of \$437,273, and be it further

RESOLVED, that \$43,273 be set aside for Job Locator Program, with the College matching contribution of 20 percent to be provided by in-kind contributions, and be it further

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

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

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

RESOLUTION NO. 2015.38 - ALLOCATING THE 2015-2016 FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANT PROGRAM (FSEOG)

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

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

RESOLVED, that the following distribution of 2015-2016 FSEOG funds is hereby approved:

Federal Supplemental Educational Opportunity Grants (FSEOG)

Original FSEOG Federal Allocation	\$771,758
Less: 5% Administrative Expense for Grants	<u>-\$ 38,588</u>
Remaining FSEOG Allocation for Student Grant Disbursement	\$733,170

Campus Distribution of FSEOG Student Grants

Ammerman Campus	(46 %)	\$337,258
Grant Campus	(40 %)	\$293,268
Eastern Campus	(14 %)	<u>\$102,644</u>
Total of College Grants		\$733,170

RESOLUTION NO. 2015.39 - APPROVING THE ALLOCATION OF THE 2015-2016 FEDERAL WORK STUDY PROGRAM (FWSP)

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

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

RESOLVED, that the following distribution of the 2015-2016 Federal Work Study funds by campus is hereby approved.

Original FWSP Federal Allocation	\$437,273
Less: Transfer to Job Locator Program	<u>-43,727</u>
Remaining CWSP Federal Allocation	\$393,546
Less: 5% Admin Expense Allowance of Campus Wages	<u>-24,597</u>
Remaining FWS Allocation	\$368,949
Plus: 25% of Institutional Share of Student Wages	<u>+122,984</u>
Total Student Wages Available	\$491,933

Campus Wage Distribution of Federal College Work Study Allocation

Ammerman Campus	(46%)	\$226,289
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Grant Campus (40%)	\$196,773
Eastern Campus(14%)	<u>\$ 68,871</u>
Total Campus Wage Distributions	\$491,933

Chairwoman Irizarry moved on to the committee reports, beginning with the Student Success Committee. Trustee Sanders stated there had been a marathon meeting the day before, with much time spent on discussing the budget, a subject of much importance to the students who are concerned about their ability to afford attending the College. Trustee Sanders mentioned the Association report that Chris Adams had presented, and said the committee shared the excitement about the audit and the clean bill of health the College got. She said they are looking forward to the new budget that will be presented in June.

Trustee Sanders reported the committee discussed with Dr. Adams the student trustee election process that kicks off Monday April 13th and goes through Thursday the 16th. She said the reminders are on the website and there will be a new student trustee in place July 1st. She said Student Trustee Gardy Amilcar has definitely been outreaching to the students and has motivated them to be excited about taking on a leadership position, and that he is an example of what it means to be a student trustee. She thanked him, saying his leadership is much appreciated. Trustee Morgo asked how many candidates there are, and Trustee Amilcar answered there are six.

Trustee Sanders continued, saying the committee also had presentations from Dr. Pedersen regarding a Middle States update, with the next report due September 1st. She said they are looking to bringing that forward, and are very confident about it. She reported the final documentation is under review, and that an executive summary will be posted on the College website.

Trustee Sanders stated that Dr. DeLongoria also gave the committee an update on seamless transfer, and that the College is making great progress. She said this was an area the Trustees were worried about, but work is going forward to make sure that the College is in compliance with the sixty-four credits SUNY mandates, and the Trustees are happy to know that all of the College's programs are now moving into position for final review.

Trustee Sanders said the committee talked about some old business, namely the tobacco free policy, stating the College is looking at models of some other companies and businesses in terms of implementation, for example, Cablevision. She acknowledged this is going to be interesting as this is a very personal, individual issue whereas colleges are looking at overall public health by establishing a tobacco free campus.

Trustee Sanders concluded by announcing an additional trip for the transfer initiative to Adelphi on April 24th.

Chairwoman Irizarry said she thought there was a request by the committee to Dr. Adams to give a presentation on the strategic enrollment plan. She said earlier the committee referred to how the College has experienced no decrease in enrollment, due to many initiatives the College has taken, and that the Trustees would like to have a presentation on those initiatives.

Trustee Lindsay Sullivan reminded the committee that the Chairwoman had also asked if there would be a press conference. Chairwoman Irizarry explained there was a tobacco free resolution passed last month, and that it would be nice to see a press release that includes the voice of the President as well as the Board, stating how they feel about the tobacco free policy. With that Trustee Sanders concluded her report.

Chairwoman Irizarry moved to the Personnel Committee. Trustee Pontieri announced that he advised the Chairwoman that he was stepping down as Chair of the Personnel Committee, and that Trustee Shybunko-Moore would be taking over as Chair of the committee. He said they needed to sit down and talk about the evaluations. He stated Trustee Shybunko-Moore was away on vacation, and he welcomed the new member of the committee, Trustee Berge Escorbores. The Chairwoman thanked Trustee Pontieri for the time he spent as chair, remembering that he'd been Chair ever since she'd been there, and said it was a pleasure working with him. Trustee Pontieri explained that he had many obligations getting in the way of things; the Chairwoman said it was understood. She took this opportunity to go on the record to say that Anne Shybunko-Moore was on out of the state on vacation with her family, the reason for her absence today, but that the Trustee had indicated she would like to accept the role.

The Chairwoman asked for the Governance Committee report. Trustee Canary stated the Governance Committee had not met, that they were meeting the following week in deference to the new procedure of having a community college staff member take notes at that meeting. He too welcomed Trustee Escorbores as a new member on the committee and thanked him for agreeing to be part of it. Trustee Escorbores said he looked forward to it. Trustee Canary concluded his report.

Trustee Lilly announced the Facilities Committee did not have a meeting, and he would be scheduling one before the next Board meeting. Trustee Lilly also agreed with Trustee Sanders that Trustee Amilcar will be missed. He said he had stated before this student Trustee came on that the last Trustee set the bar high, but he thought Trustee Amilcar set it even higher, and whoever takes over the position has very large shoes to fill. Trustee Lilly also thanked Dr. Adams for promptly addressing his requests to take care of students' problems despite what must be a tight schedule, and went on the record to say that Dr. Adams goes above and beyond what he is supposed to do.

Chairwoman Irizarry moved on to her report. She stated that in keeping with the sustainability initiative and to minimize the use of paper, Vice President Vizzini had an idea to share with the Trustees for consideration. Ms. Vizzini reminded the Trustees of the survey given them to determine their feelings about use of the College website to enable them to see, when notified by e-mail, the agenda, the resolutions, the summary— all the things that are provided in hard copy as well as PDF. She had reported previously that the responses on that particular survey were very varied, and said Trustee Sullivan was gracious enough to be her partner in endeavoring to further promote this initiative. She announced the site has been set up, and explained it is basically a picture of what the Board packet is, and gives the College capability to update things readily. She asked for Trustees who would be willing to use it for perhaps six months, and assured the Board nothing else would change at this point. She said the Trustees would be asked to fill out forms to be entered into the system.

Ms. Vizzini explained that she would email the Trustees using a password, announcing that the information has been uploaded to the website for them to view and after that the Trustees would be asked whether there is anything they feel could be changed. When asked if there was anyone who did not wish to participate over the next six months, there was no response. The Chairwoman recapped that nothing will change, but this will provide the College feedback, perhaps a consideration to move in the right direction.

Ms. Vizzini confirmed it would give the Board six months to use the system and give feedback about whether it has utility. Trustee Lindsay Sullivan pointed out not everything that the Board gets in their packet is on the website, like the news clippings. Ms. Vizzini offered that she is open to suggestion, and

asked for feedback via e-mail with a copy to General Counsel. She said the College can't customize ten different websites or ten different ways of doing things, but if the majority of the Board is willing to go in this direction to promote productivity, efficiency and sustainability and it is the consensus of the Trustees, then the College will know that is the case.

The Board members briefly commented on the website content and Trustee Morgo asked if it could be printed also; Ms. Vizzini replied yes. With that the Chairwoman concluded her report and asked for the President's report.

Chairwoman Irizarry called for the President's Report. Dr. McKay stated Dr. Maria DeLongoria, AVP of Academic Affairs would report on the status of the sixty-four credits seamless transfer, then Dr. Jeffrey Pederson, VP of Institutional Effectiveness would give an update on Middle States, and Dr. Sylvia Diaz, Executive Director of the Foundation, would give an update on the Foundation efforts underway and where the College has been going.

Dr. DeLongoria stated she would add more detail to Trustee Sanders' update about the seamless transfer process, noting the College has made great progress. She commended the faculty, who worked together to get it done, and said it was a really amazing accomplishment. She reported that so far, all programs have been submitted for curriculum review through the College process, a far cry from where progress stood several months ago. She stated there are eleven programs that have not been completed, compared to seventy-seven, and that those eleven are in the process, and will be completed during the month. She said Nursing and OTA have been sent to SUNY for their approval.

Dr. DeLongoria also gave a brief update on academic programing. She reported the College was required to resubmit all of its non-credit ESL courses, and eleven were submitted for funding approved by SUNY. She said Suffolk is the only SUNY college that had a beginning level course approved, and that the Intensive English Program (IEP), had its beginning level approved, a good accomplishment for the College.

Dr. DeLongoria reported that the study abroad program is running four programs this summer: Florence through the Culinary Department, the Spain trip, St. Lucia and Peru. She added the College has a new pilot program this summer working with Trustee Lindsay Sullivan, where teachers will be in the study abroad program and doing the study abroad course work that is specific to their teaching of the Spanish language and culture. Trustee Lindsay Sullivan clarified that it is for teachers who don't speak Spanish but want to learn.

Dr. DeLongoria continued, stating the NATEF, National Automotive Teaching Education Foundation, was at the College for an accreditation visit for the automotive program. They were very pleased with the College's program and gave positive feedback. She said the College was awaiting their final report. She said it puts the College in good standing, especially considering the information already received about the Toyota T10 program. She said the College has a great program for automotive students

The Chairwoman asked if that program is the only one, and Dr. DeLongoria replied yes, according to information the College got from Toyota, Suffolk's Toyota T10 program is the only one in the downstate/tri-state area. She said there are two upstate that are not as strong as the College's, but there is nothing downstate, nothing in New Jersey and nothing in Connecticut. She said there is a program in Massachusetts but that is it.

Trustee Canary asked what is the maximum number of students the College can accommodate in that program. Dr. DeLongoria answered that one of the reports the College got back is that it needs more space, and she thought the maximum number of students is twenty-six. Dr. McKay corrected her and said it was twenty-two. Dr. DeLongoria added it was twenty-two at each level. She said the accreditation team said the College is doing amazing work, and has an amazing program; it just needs more space to accommodate more students. Trustee Lindsay Sullivan asked how many the College is turning away, was it a lot, and Dr. DeLongoria responded that she did not know the exact number. Chairwoman Irizarry remarked that the initial comments the College received were very positive, that the program has potential and the College should try to extend this program if possible.

Trustee Canary asked what the College would have to do to expand. Dr. DeLongoria replied that based on the closing meeting with the accreditors, the College would basically need a larger facility, and would need to add physical space for automotive labs for the students to work on the vehicles. She explained the accreditors said there is plenty of land where the current facility is, and if the College built another garage it would be able to accommodate more. She added when the President gets the official response back, they will detail exactly what their recommendations are.

Dr. McKay reported that all the North American and Canadian vice presidents made a trip down here, and Dean Tvelia, who oversees the program, was there, as was The Foundation. He stated that, in the sixty-four credit update, Toyota did indicate to the College that they needed to add on extra hours in the lab sessions because the automobiles now are more complicated, but students still have to learn how to fix the older cars that are on the roads. He asked if Dean Tvelia had anything he would like to share.

Mr. Tvelia stated that the program doubled in lab time, and moved away from lectures to make it more hands-on for the students, and that the increase in lab time is putting a strain on the space in the facility. He explained in addition to Toyota, there are Honda and GM programs there as well, really straining the facility. He said the College is looking at adding two or three more bays onto the building to allow more lab space for the students. Dr. McKay thanked him for the report.

Dr. Pedersen then gave the Middle States update. He stated the framework, introduction, history, and process report has already been written and edited. He explained there are four different things the College needs to do in the Middle States report. It has to show that assessment is used in budgeting and resource allocation. He reported his team worked with Gail Vizzini to collect evidence of assessments being used in the budgetary process and examples of efficiencies based on actions taken. It also has to show periodic evidence of the simplicity of CAPIE, the Comprehensive Assessment Plan for Institutional Effectiveness, and the committee has reviewed the CAPIE and made recommendations for updating. He said it has been rewritten and is now going to the assessment advisory council for their consideration.

Dr. Pedersen continued, stating there is to be further implementation of organized, centralized and sustainable process to assess student learning outcomes, and the College is gathering evidence for problematic assessment, general education assessment and course assessment, including evidence of what Middle States calls “closing the loop” activities. He said there are currently over forty examples in hand or in the process and tables are being devised to present the data appropriately. Dr. Pedersen said he and members of his team met with the vice president of Middle States in Philadelphia to see exactly how they want the College to present the materials, and the team is putting that in place as well. He added Middle States also wants the College to better articulate the role of faculty and academic administrators in assessing student learning and responding to assessment results.

Dr. Pedersen reported that when he met with the vice president, she was convinced that this is actually a faculty driven activity, assessment to student learning, and the College just needs to articulate it better. So the team is working on doing that as well and providing evidence for that, working with faculty so they

are prepared when the small team comes and visits in October. He said in addition to what the team is doing with Middle States, he sent out to the Board of Trustees a calendar of what is going to occur when the College has its decennial self-study beginning this summer.

Dr. Pedersen continued, saying the Board also received a copy of the Report of Institutional Effectiveness, a summation of last year's achievements in institutional planning. He said the President received it in January and it was reviewed and submitted to the strategic planning council at the last meeting. He said this will be posted on the Office of Planning and Institutional Effectiveness website

Dr. Pedersen said in addition, the Board should have received the executive summary of the economic impact report, which will be used for advocacy for funding, to show the actual economic impact of Suffolk Community College on the county. He stated the full, much larger report, is on the website, and that there are Power Points and other summaries to use for different constituencies. He said it is actually very impressive what Suffolk County Community College adds to the local economy--\$900 million—something that can be used when speaking to the County Executive and the Legislature.

Chairwoman Irizarry asked who proposed that study, and Dr. Pedersen replied it was an economic modeling company, EMSI. The Chairwoman asked if it was done at our request. Dr. Pedersen explained after we got the national American Association of Community Colleges study, the College wanted to see how we contributed to the local economy and we hired them. Dr. McKay pointed out that this was in the Trustees' emails, and added that this company is also the one that conducts the community college sector study in New York State, and that it is the third time that they have done a report for the College. He said they can look at each of the reports for comparative numbers and themes, and these are in the report as well. The Chairwoman asked if this was completed, and Dr. Pedersen replied the College received it back about three weeks ago. The Chairwoman asked if it is for the 2014-'15, '13-'14 year. Dr. Pedersen answered they use the data that the College sends in that has been authenticated by the federal government, and that it was for the '12-'13 year to be followed up with more information on the '13-'14 year.

Trustee Morgo asked when it was e-mailed. The Chairwoman confirmed it was sent to the Board, and Dr. Pedersen stated the full report is available on his website, and the URL could be provided as well.

Dr. Pedersen continued, reporting that the College is moving ahead on several partnerships with other schools as part of the SUNY 2020 grant, including Stony Brook which will be collaborating with the College on developing online learning opportunities. He said the first stage will be a \$250,000 grant to refurbish one of our computer labs to become a teaching learning studio where students can push a button and be filmed presenting a class. He stated 700-800 of our students every year go from Suffolk to Stony Brook.

Dr. Pedersen said the College is also working with St. Joseph's College to create an option of a fully online degree in Criminal Justice. He explained this will be the College's second online degree, and will allow Suffolk to apply for substantive change with Middle States. He said after that, the College can then offer as many online degrees as it would like, without having to go back to Middle States for more approvals, though approvals will still be needed from SUNY and the State Education Department. He said this is a big move for the College, and the decision was made to for Criminal Justice because it is high demand yet a manageable sized program, and St. Joseph's is putting together a fully online Criminal Justice program as well. He explained that students will be able to take the first two years at the College, then go to St. Joseph's seamlessly and finish up with their online degree.

Dr. Pedersen reported the state is asking the College to show that its programs prepare people for the workforce, and said obviously, this type of program will do that. The Chairwoman asked if the College

has this kind of program with other institutions, and Dr. Pedersen replied not with Criminal Justice. Dr. McKay clarified Suffolk does not have online programs with others but works with all the institutions on Long Island where they looked at the College's credentials. As an example he said at LIU, faculty from both colleges sat and worked together and there are fourteen programs, for example, communications, where once a student applies here at Suffolk, they are automatically enrolled at LIU and don't have to fill out an application again but go straight across into the program. He stated they will have joint counseling and a joint library. He added the College has also seen an increase in articulation agreements by a lot of institutions outside of Long Island, probably over a hundred plus throughout the country, but mostly on the east coast.

Trustee Morgo asked to have the executive summary, along with the copy of the Faculty Association settlement and a quantification of some of the other savings that the Board talked about with Ms. Vizzini for the meeting with the County Executive and students.

Chairwoman Irizarry invited Dr. Sylvia Diaz to speak. Dr. Diaz reported it was about four weeks from the May 7th Gala, celebrating financial leaders making a difference, and that the Foundation appreciates the support they have gotten so far. She said sponsorships are coming in, and she wants to fill the journal with wonderful records to our honorees and to the college community. She stated the invitations are out, and the Foundation is making phone calls, connecting with folks that supported the College in the past to make sure this event is a phenomenal success.

Dr. Diaz addressed Trustee Lindsay Sullivan, to answer a question from a previous Board meeting regarding some exact numbers for scholarships. She stated last year the College gave out a total of 527 scholarships to students totaling in excess of \$580,000, in support of student success. She said obviously, the College would like to see that grow, especially considering the increased burden on the student population, and the Foundation staff is working to close that gap. Chairwoman Irizarry asked if those were scholarships granted to students, and Ms. Diaz confirmed they were. The Chairwoman asked how many were available and Ms. Diaz replied she would give an exact number next Board meeting, saying it is a little bit higher than last year. She explained there are some scholarships being reviewed for possible outdated criteria, and they may have to be pulled or the donors reconnected with to have language changed to make them more available to students.

Trustee Morgo said he did not expect exact numbers but asked how our honorees are doing in bringing in contributions. Dr. Diaz answered that the honorees are working diligently with the staff, each one having a staff partner in our office. She said they have provided lists, and the Foundation is doing mailings and getting responses from their constituents. She said they are very excited and are working very hard with the staff, and the Foundation is seeing money coming in. The Chairwoman said the Board would like to see a presentation soon on the 2015 fundraising goal of \$7 million, now transformed to Vision 2020. Ms. Diaz agreed, sharing that just in the last year she'd been with the Foundation, there has been a significant increase from last year to this year, at about \$3.4 million comparing with \$2.8 million last year at this time. Dr. McKay stated that concluded his report.

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Chairwoman Irizarry moved on to the Roundtable session. She began the roundtable by again congratulating Trustee Pontieri, and announcing he was selected to be a keynote speaker for the ESL graduation in May, a program near and dear to her heart. She thanked him for agreeing to be the keynote speaker, and announced the graduation is the third Friday in May.

Dr. McKay addressed the Board, going on the record to thank Trustee Amilcar for the work he has done with the county and state, saying he has been an advocate for issues that go beyond the classroom, like the

Dream Act and child care. Dr. McKay said Trustee Amilcar worked tirelessly across all three campuses and very closely with Dr. Adams in Student Affairs. He agreed with Trustee Morgo that Trustee Amilcar lifted the standard of what the student trustees should look to do, and in making himself available. He commended Trustee Amilcar on behalf of the faculty and staff and students and wished him nothing but the best.

Student Trustee Amilcar thanked Dr. McKay and reflected on his experience at the College, saying even when he moves on to the next institution he will consider Suffolk home, remembering his relationships with close friends and his extended family at the College. He expressed a desire to reflect the love he feels at Suffolk and try to provide the same for others, and said he was flattered to be granted the opportunity to serve and to give back whatever he could to his peers and to everyone at the College.

Trustee Canary spoke, saying he was very pleased to see the loan forgiveness program in the budget this year, easing college debt. Citing an article he read, he said there is \$1.3 trillion nationwide of outstanding student debt, a staggering number, and this program is much needed to give a couple of years of breathing room. He continued, stating the average undergraduate has \$28,400 in debt coming out of college, and just wanted to point out that the program was one good thing coming out of the budget this year.

Trustee Canary also reported he had a meeting with the state DOT last week, and they are starting the Sagtikos Parkway-Sunken Meadow Parkway study. He said they are doing information gathering now, with a meeting coming up at the Deer Park High School in a night session and two days later at the Kings Park High School, which he would attend. He said this is a first step, calling in the public to show them generally how they will have the study set up and ultimately, Trustee Canary hoped, another lane of travel in both directions, an important project for the future, but many years down the road.

Trustee Canary related that he had also attended a Nassau Suffolk regional American Red Cross meeting at Congressman Zeldin's office, and it was brought to his attention they have a volunteer engagement program, with high school and college youth clubs. He said St. Joseph's College and Stony Brook University have these student programs, and he gave Chris Adams a contact name in case it is something the College wants to try to get the students to do.

Trustee Canary also reported that when the Red Cross found out he was a Trustee, they told him they would like to talk to the College about possibly having the Grant Fieldhouse set up as a center for future emergencies. Chairwoman Irizarry said her understanding was that the Fieldhouse was an emergency site, during Storm Sandy and other occasions. Mr. Collazo confirmed the College actually worked with American Red Cross through Sandy. He said the College had the out-of-state LIPA workers that came in and worked very closely with them. Trustee Canary said he guessed the Red Cross wants to establish a more permanent relationship and actually have the Fieldhouse on their list, adding that whatever experience they had they must have liked it. Mr. Collazo said he would work on it.

Trustee Sanders asked what the College's experience with that disaster situation was, and if it was something it wants to continue. Dr. McKay recalled that while Mr. Collazo and his staff have a lot of experience dealing with major events, that storm was different for everyone. He said not only the Fieldhouse but the Mother Cabrini fields were used, and shelters, showers and meals were set up. He said the post-review expressed how Mr. Collazo's team and the College had responded, and he said that the College was prepared to expand the footprint in regards to using Brookhaven or the Eastern campus. He recalled the Eastern campus sheltered families with pets and animals, and the fire and rescue team worked closely with Mr. Collazo's team. He said some elected officials went to the Grant campus, where workers from Canada and all over the U.S. were sheltered there.

Mr. Collazo added there are also a lot of photos pertaining to what took place. He said it was challenging but definitely something that the College would be able to help the American Red Cross with and do again, with capability on all three campuses. Trustee Lindsay Sullivan said her school district was also an emergency site and she applauded Mr. Collazo's team, knowing his challenges were on a larger scale than hers. The Chairwoman stated it is gratifying to know that the College is serving our region.

Trustee Canary concluded by saying he would get Senator Boyle to come to the 50th Anniversary of the Nursing Program, and that he would be presenting a proclamation. Chairwoman Irizarry informed the Board that Vice President Vizzini would e-mail the Trustees with a form to complete for travel to facilitate claiming mileage.

Trustee Canary recommended that the new Board members should take advantage of the training that goes on in D.C. for new members of boards. He said he went last August and came away with a lot of knowledge, and encouraged the new members to do it.

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Chairwoman Irizarry requested a motion to adjourn to executive session to discuss the medical, financial, credit or employment history of a particular person or corporation. She stated the Board would not be taking further action after the executive session. Trustee Morgo so moved, Trustee Sanders seconded, the motion was approved unanimously.

With no further action, the meeting of the Board of Trustees was adjourned at 11:55 a.m. The Board of Trustees next meeting is May 21, 2015 at 9:00 a.m. in the Lecture Hall of the Montaukett Learning Resources Center on the Eastern Campus, in Riverhead, New York.

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Respectfully submitted,

Bryan Lilly
Secretary