

**SUFFOLK COUNTY COMMUNITY COLLEGE  
SUMMARY MINUTES OF THE BOARD OF TRUSTEES MEETING  
CAPTREE COMMONS, RM. 114  
MICHAEL J. GRANT CAMPUS, BRENTWOOD, NEW YORK  
SEPTEMBER 17, 2015**

The meeting was held on Thursday, September 17, 2015 at 9:00 a.m. in room 114 of Captree Commons on the Michael J. Grant Campus, in Brentwood, New York.

PRESENT:

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

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

Chair Sanders welcomed everyone; the Pledge of Allegiance was led by Trustee Canary.

Chair Sanders proceeded to introduce Executive Assistant Carol Wickliffe-Campbell, for the recognition of special guests. Ms. Wickliffe-Campbell introduced Tara Hack. Ms. Hack is a radio and television production major and the new host of Suffolk County Community College's new social media news and information program, Suffolk Hacked. Ms. Hack is a self-taught musician; she currently performs three days per week with the Musicians under New York program, underwritten by the MTA in Penn Station and Brooklyn's Atlantic Terminal. She co-wrote a song entitled "I'm not Guilty" The song quickly gained international airplay and was featured in the Sydney Morning Herald and Brisbane Times. Ms. Hack was then invited to play at the Conference of World Affairs. She continued her humanitarian efforts by penning another song, "She Falls Down." The aim was to raise awareness about domestic violence and was used as the background music in a Chicago public service announcement. Ms. Hack plans to use her experience as the host of Suffolk Hacked to hone her on-camera technique for a demonstration reel to use for a career in broadcast television. Ms. Hack thanked everyone for the opportunity and said coming to the College was one of the best decisions she's made.

Dr. McKay noted that Ms. Hacke's video has given a voice to what happening at the College, and all three campuses. (A video entitled "Suffolk Hacked" played).

Chair Sanders thanked Ms. Hack for her work on the video and encouraged everyone to share the video to promote the stories and the success of the College's students.

Chair Sanders called for a motion to adjourn the Board of Trustees meeting and convene the Board of Directors meeting at 9:25 a.m. Trustee Morgo so moved, Trustee Pontieri seconded, and the motion was approved unanimously.

Chair Sanders called for a motion to adjourn the Board of Directors meeting and reconvene the Board of Trustees meeting at 9:27 a.m. Trustee Morgo so moved, Trustee Lilly seconded, and the motion was approved unanimously.

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Chair Sanders requested a motion to approve the minutes of the August 20, 2015 Board of Trustees meeting. Trustee Lindsay-Sullivan so moved, Trustee Pontieri and the motion was approved unanimously.

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Chair Sanders introduced Gail Vizzini, VP of Business and Finance to present the College budget and financial report. VP Vizzini reported the Finance department was in the process of closing out the 2014-2015 fiscal year. They expect to end the year in the positive, the balance will be determined once the books are closed. The outside auditors are expected to make their first field visit in October, followed by a more extensive review of the books in December.

September 1, 2015 began the 2015-2016 College fiscal year. VP Vizzini will begin her monthly financial projections for 2015-2016 budget cycle as regularly submitted at each Board meeting next month. She stated enrollment for the fall semester was less than flat, about 98% for headcount. The College administration will continue to monitor revenue monthly as this could have an impact on tuition revenue. The College will continue its prudent fiscal management, monitoring expenses so that they are consistent with institutional goals. In October, the College will have the census information on enrollment for the Fall 2015 semester.

VP Vizzini stated the College has been invited to the Suffolk County Legislature's Education Committee meeting on September 29th to discuss the mandatory meal plan. She noted as seen on the video, students have responded positively to Aramark, improvements in the quality of the food and the healthier options. The College is monitoring the implementation of the new food service. She and her staff conduct site visits and have weekly conference calls for progress updates on construction, permits and other information. Student Affairs, Finance and Legal continue to meet weekly to assure that concerns are addressed. The College has a Food Service Advisory Committee which is a standing committee at the College where the College community has the opportunity to bring up any concerns or suggestions. Many students have added funds to their cards and even Eastern campus students are requesting to add monies for the convenience of using the card in the vending machines. VP Vizzini noted the cafeterias have never been as well utilized and they are confident that September sales figures will exceed previous historical sales. Aramark is also adding additional cashier's to both the Ammerman and Grant campus cafeterias and will pilot an express lane for meal card holders to move the lines along.

VP Vizzini reported that as a result of Trustee Morgo and Dr. McKay's advocacy efforts for a sustainable County contribution, the Presiding Officer is sponsoring a resolution to create a Community College Budget Committee to develop a long term budget plan. It was assigned to the Budget & Finance Committee of the Legislature and will be discussed at their September 29th meeting. If approved in committee, it is eligible for a vote on October 6th at the General meeting of the Legislature.

Trustee Morgo asked VP Vizzini if they were able to determine where the 2% decline in enrollment was from. VP Vizzini said they have observed a trend where some students step out for a semester or more. They will be surveying those students to find out possible reasons for not returning and will have more data to share and utilize to regain some of those students.

Dr. Adams also clarified, that they were still waiting for the FTE numbers on Excelsior students and the Police Academy. He noted the College does have more new students than they did last year at this time. The continuing students are a concern and the College's Student Engagement Committee will be writing a five year enrollment management report which will help the Executive Deans and Director of Admissions address this issue.

Trustee Lindsay-Sullivan asked Dr. Adams to clarify if a student leaves the College and transfers into a four year institution, but sends their transcripts showing they completed the classes needed for their Associate's degree, the College can then consider them a graduate. Dr. Adams said there have been several projects such as the WinWin,

they are looking at, where the students can transfer and then can transfer back credits. Dr. McKay explained the College will follow a student's progress after they transfer out and contact them to let them know they can transfer back the credits from the other institution to meet the requirements for a degree from Suffolk.

Trustee Lilly asked Dr. Adams if the five year plan they are working on is also tracking the declining rates of high school graduates. Dr. Adams replied yes it would be, and it will also be capturing the veteran population, the undocumented student population and the international student population. They are working with the VP of Academic Affairs and AVP of Workforce Development to see how the College can offer pilot programs with businesses that will open the door to a different cohort of student population.

Trustee Morgo asked how serious of a problem it is, that it is held against the College when a student transfers to a four year institution before finishing their credits at Suffolk. Dr. Pedersen stated there is a significant issue in terms of measuring success, where students who come for two years, then transfer before finishing the credits for their Associates degree are not counted. He added he believes some of the issue will be answered because moving forward; students can do the sixty-four credits in four semesters. Trustee Morgo noted it hurts the College when a story appears about graduation rates and it gives a misperception of what it is. Dr. McKay said the problem is the definition of success is something that no one has addressed. The College is moving beyond just graduation or completion. Success should be measured when a student indicates what they were looking to accomplish by attending the College and if they accomplish their goal. Dr. Pedersen added that part of the problem is that what is recognized as success is the first time full-time students. Half of the College's population consists of part-time students who are not counted in the measures of success because it takes them longer than the two years to graduate. The College is compared to Stony Brook and held to the same metric, even when Stony Brook doesn't take remedial students and doesn't have forty-eight percent of their students being part time. Chair Sanders commented the purpose of education and who consumes it in America has changed. There is a wide range of people that don't look like the traditional students any more, but they are still using old measures for success.

Chair Sanders asked that the updated discussion points on the meal plan be share with the legislative committee on the 29th. She said the discussion points show the benefits to the students, and it also explains some of the questions that they have been receiving as Board members. VP Vizzini said they could distribute the discussion points to the committee Chair Legislator Anker and she can distribute it to the committee members. Mr. Zwirn noted they also intend to show the Suffolk Hacked video.

Trustee Irizarry asked if Legislator Kennedy was part of the committee meeting on the 29th. Mr. Zwirn replied no, but she could be invited. Chair Sanders asked that a formal response be sent back to Legislator Kennedy in regards to her concerns and questions regarding the meal plan. Dr. McKay indicated that Mr. Zwirn and General Counsel Petrizzo would take the lead on the response to Legislator Kennedy.

Trustee Canary asked if the College has spoken to any of the other county legislators that also expressed concern about the meal plan and if so did they see the merits in the meal plan. Mr. Zwirn said they had, most have received a response by letter, and some were spoken to privately. He said some of them are not convinced yet, but they have seen the initial positive results.

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Chair Sanders requested a motion for the approval of College Resolutions 2015.65 to 2015.70. Trustee Pontieri so moved and Trustee Irizarry seconded. The motion was approved unanimously.

Trustee Canary asked Dr. Adams to clarify the resolution pertaining to the medical suspension policy. Dr. Adams said the policy was a previous Board resolution that was in effect since 2007. The policy gave authorization to the College to suspend students that said that they were going to harm themselves. Now, because of federal mandates in the American with Disabilities Act, the College can no longer suspend students that make that accusation. However, if they do threaten to harm others, the College can suspend them. There is a protocol that is adhered to, and in addition an appeal process that goes to the Associate Dean of Student Services.

Trustee Irizarry commented that when reviewing resolution no.2015.66, amending the College budget for a Perkins IV career and technical education grant, it prompted her to reflect on the College's students with disabilities. She requested if it were possible to know how many students with disabilities are at the College. How they are being

served, and how the College is assessing the effectiveness of the services it is providing these students. Dr. Adams replied he would have the Assistant Director of Students with Disabilities services, be available at the next meeting for an update.

**RESOLUTION NO. 2015.65 - 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 payments to the County of Suffolk in the amount of \$2,248,616.24 for the month of August 2015 (Attachment I) is hereby approved by the Board of Trustees.

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**RESOLUTION NO. 2015.66 - AMENDING THE COLLEGE BUDGET FOR A PERKINS IV CAREER AND TECHNICAL EDUCATION ACT PROGRAM GRANT**

**WHEREAS**, the 2014-2015 College operating budget provides \$513,390, including indirect costs, from The State Education Department, Perkins IV funds, for the Carl D. Perkins Career and Technical Education Act (CTEA) Program for the period of July 1, 2015 through June 30, 2016, and

**WHEREAS**, the award has been increased by an additional amount of \$62,965 bringing the total amount of the grant award to \$576,355 including indirect costs, and

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

**RESOLVED**, that the 2015-2016 College operating budget be amended to reflect an increase in the amount of \$62,965, from The State Education Department, Perkins IV funds for the Carl D. Perkins Career and Technical Education Act (CTEA) Program, and the College President or his designee is authorized to execute a contract with the administrating agency.

Project Director: Dr. W. Troy Tucker, College Assistant Dean

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**RESOLUTION NO. 2015.67 - ACCEPTING A GRANT AWARD FROM THE EMPIRE STATE DEVELOPMENT CORPORATION FOR THE ENTREPRENEURIAL ASSISTANCE PROGRAM (EAP) TO DEVLEOP A VETERAN BUSINESS ASSISTANCE CENTER**

**WHEREAS**, Suffolk County Community College has received a grant award in the amount of \$42,000, from the Empire State Development Corporation for the Entrepreneurial Assistance Program (EAP) to develop a Veteran Business Assistance Centers for the period of June 1, 2015 through May 31, 2016, and

**WHEREAS**, this program will provide management and assistance to veterans who are seeking to start or starting new business ventures, or to train veterans in the principles and practices of entrepreneurship in order to prepare them to pursue self-employment opportunities, and

**WHEREAS**, matching funds are not required,

**RESOLVED**, that a grant award, in the amount of \$42,000, including indirect costs, from the Empire State Development Corporation for the Entrepreneurial Assistance Program (EAP) to develop Veteran Business Assistance Centers during the 2015-2016 fiscal year, for the period of June 1, 2015 through May 31, 2016, is hereby accepted, and the College President, or his designee, is authorized to execute a contract, with the administering agency.

Project Director: Daphne M. Gordon

Note: No full-time personnel

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**RESOLUTION NO. 2015.68 - ADOPTING AN AMENDED SUFFOLK COUNTY COMMUNITY COLLEGE MEDICAL SUSPENSION POLICY**

**WHEREAS**, an extensive review of the College's Medical Suspension Policy, adopted by this Board on March 22, 2007, has been undertaken by the Vice President of Student Affairs, the Campus Associate Deans of Student Services, and the Office of Legal Affairs, and

**WHEREAS**, in order to ensure compliance with current legal requirements and best practices, the College wishes to amend its Medical Suspension Policy, be it therefore

**RESOLVED**, that the College hereby adopts the "Medical Suspension Policy," as amended, effective September 17, 2015 (Attachment II ), and be it further

**RESOLVED**, that the College hereby revokes the Medical Suspension Policy adopted by this Board on March 22, 2007.

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**RESOLUTION NO. 2015.69 - 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 II 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.

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**RESOLUTION NO. 2015.70 - ADOPTING AN AMENDED SUFFOLK COUNTY COMMUNITY COLLEGE STUDENT CODE OF CONDUCT**

**WHEREAS**, the student conduct program within the Division of Student Affairs is committed to an educational and developmental process that balances the interests of individual students with the interests of the College community, and

**WHEREAS**, with this aim in mind, an extensive review of the College's student code of conduct, adopted by this Board in 2008, was undertaken by the Associate Vice President of Student Affairs, the Associate Deans of Student Services, the College Associate Dean for Educational Resources, and the Office of Legal Affairs, and

**WHEREAS**, a revised and updated Student Code of Conduct was adopted by resolution of this Board on June 19, 2014, and,

**WHEREAS**, in order to ensure compliance with current legal requirements, SUNY policy and best practices, Suffolk County Community College wishes to further amend the Student Code of Conduct, be it therefore

**RESOLVED**, that the College hereby adopts the "Suffolk County Community College Student Code of Conduct," as amended, effective September 17, 2015 (Attachment IV), and be it further

**RESOLVED**, that the College hereby revokes the Suffolk County Community College Student Code of Conduct adopted by this Board on June 19, 2014.

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Chair Sanders proceeded with the committee reports, beginning with the Executive Committee which she had attended the day before. She reported that the meeting focused on streamlining the agenda so as not to consume so much presentation time at meetings. She acknowledged that everyone was busy with duties within and outside the College, and thanked the administrative team for helping to make the meetings efficient so they could attend all of them. She asked that the Chairs of each committee state their next meeting date, and announced that her committee's standard meeting date would be the Mondays prior to the Board meetings.

Trustee Morgo, reporting for the Budget and Finance committee, stated that an ad hoc meeting was called on August 26th to address the specific issues raised by the student, Ms. Zayas, who spoke at the last meeting about what modifications can be made to the meal plan. The meeting also addressed Mr. Petrizzo's quotes in Newsday about possible modifications to the meal plan. He stated Mr. Petrizzo and Dr. McKay had informed them that those modifications were being looked at, but since the meal plan was brand new, the College won't be able to accurately evaluate it until it's been in place for a year. He said Dr. Adams gave the reasons for improving the meal choices, in particular, to try to create a good campus atmosphere, and keep more kids on campus. He said he and Trustee Lindsay- Sullivan were satisfied with the answers, and are confident that the meal plan is being evaluated.

Trustee Irizarry asked if the student and those who have questions about the mandatory \$100 will get a response, stating that was the real issue rather than the quality of the food. Trustee Morgo answered they were told there would be a response, but that it would be evaluated at the end the first year of use. He said Aramark and the administration would have to negotiate that, and determine if there is any money left, but it is premature to make a definitive decision without knowing how many students there will be who haven't used any or only a small percentage of the money.

Mr. Petrizzo added that presently the College is complying with the Board's resolution adopted in April that the meal plan be imposed, mandatory and nonrefundable, and that of course the Board would be informed of changes because they will have to amend the resolution and adopt it. Trustee Morgo noted that this was an unforeseen complaint and the student made a compelling case for it but the Trustees were assured that the concerns of the students are being addressed by the College, and the meal plan will be implemented on a trial basis for one academic year, at the end of which, if possible, revisions will be made.

Trustee Irizarry asked for confirmation that the meal plan for one year is mandatory with no refund and Trustee Morgo answered yes, and stated it conforms to the Trustees' resolution approved several meetings ago. Trustee Irizarry asked if the student is being informed of this decision. Dr. Adams and Student Trustee Gomez reported they had tried several times to contact her but her voice mail is not activated and she is blocking messages on Facebook. Trustee Irizarry said the student came forward officially and she wanted to make sure she got an answer. Trustee Morgo suggested the College community be informed that the meal plan is being evaluated and that modifications will be made at the end of the year if possible.

Trustee Irizarry asked if the medical, dietary, and religious exceptions were in place, and was told they were. She said that information must be shared with the public. Ms. Vizzini replied that the College is doing its best to disseminate information, and reported it is on the website under frequently asked questions, in mailings, on the student web page, and at the cafeterias. Trustee Irizarry asked how many waivers have been issued. Ms. Vizzini replied that a lot of people are using the waiver e-mail to communicate with the College, or when they come in person to pay a bill and said she would get that information for the Board. Dr. Adams reported there have been less than 100 that applied for the waiver and he believes around 55 were granted. He informed the Board there is committee of three, with himself, VP Vizzini and VP Suzanne Johnson, working on it.

Trustee Irizarry said she believed the student in question was making a request outside of the protocol that is in place. Trustee Morgo again urged that the Board support the resolution mentioned earlier, because it was their request to begin with, and should be followed through. Concerning the next meeting date for the committee, he announced that VP Vizzini and he had decided there is no need for the committee to meet until the budget process starts again, around the beginning of January.

Chair Sanders asked if Trustee Morgo, as Chair of the Budget and Finance committee, would be able to participate in any of the presentations at the upcoming September legislature meetings. Trustee Morgo answered he will be out of the country. Trustee Canary stated there was a report of a Nassau County Assemblyman who will go to the Attorney General's office to ask for an investigation into the meal plan. Mr. Petrizzo reported the College had responded to questions raised by SUNY in response to the Assemblyman with the same information that was provided to the Board.

Trustee Irizarry brought up a document that was shared regarding a parent who claimed that no other community college has a mandatory meal plan, asking if that was accurate. VP Vizzini replied there are other colleges outside New York State which have mandatory commuter meal plans, and that she was not aware of a mandatory commuter plan in New York State for sister community colleges. Dr. McKay reminded the Board that the most important part of the discussion is that the students requested the College to move in that direction through surveys. He said, as Trustees Morgo and Lindsay-Sullivan discussed, the College will evaluate for a year and go forward from there. Trustee Canary asked Student Trustee Gomez what she was hearing from other students. Ms. Gomez replied that she's heard that some students eat at home or bring their food, so they question why they are paying \$100 when they don't use the meal plan, but for the rest, they are happy with the food and the meal plan. Trustee Lindsay-Sullivan pointed out one of the benefits of the meal plan was it would change the culture on campus, and entice students to stay on campus and get involved, which can also help the College in its completion rate.

Chair Sanders announced that Trustee Shybunko-Moore had an excused absence and that the Personnel Committee is currently planning their next committee meeting in the next few weeks, before the next Board meeting. She called for the Facilities & Technology report. Trustee Lilly stated the committee did not have a meeting due to scheduling conflicts, and he would try to set up a meeting the Monday prior to the October 15<sup>th</sup> meeting.

Chair Sanders called for the Governance Committee meeting. Trustee Canary announced the committee did not convene and their next meeting is scheduled for October 13<sup>th</sup>.

Chair Sanders called for the Student Success Committee. Trustee Lindsay-Sullivan reported that the Student Success committee had met and one topic of discussion was the importance of developmental education and the partnerships that have been created with other school districts. She repeated Trustee Irizarry's statement made at their meeting that the College's mission is open access, and if the College doesn't deliver, it is not honoring that mission. She said over 60% of students island-wide come to the college with a need for remediation, and the College is doing a good job in helping students access that college level component. She applauded the efforts of Dr. Johnson and Dr. Beaudin in this area.

Trustee Lindsay-Sullivan stated the committee also discussed the tobacco free policy, and that Dr. Adams reported that things are going smoother than expected. She said educational components are being implemented as opposed to punitive measures and that plans were being discussed for what to do should people continue to smoke on campus. She mentioned the Middle States visit on October 5<sup>th</sup> and 6<sup>th</sup>. The committee also discussed getting more veterans on campus and that Dr. Adams had surprised her by informing her that the College had just hired Shannon O'Neil who started September 1<sup>st</sup>, coming from St. Joseph's College where she grew their veteran community over

300%. Mental health programs were another topic of discussion, with the need for that rising across the nation. She brought up Spirit Week, October 5th through the 9<sup>th</sup> with a reminder to wear blue and white on October 5<sup>th</sup>. Lastly, she reported the committee discussed reaching out to different populations to attend the campuses, such as the incarcerated and the undocumented, and that Dr. Adams reported they are working on a five year plan already. The committee's next meeting will be October 8th and they are going to try to meet the Thursday before the Board meetings every month.

Chair Sanders called for the Advocacy Committee report. Trustee Pontieri reported the advocacy committee had not met, but would plan to have a meeting. Chair Sanders stated that Trustee Escorbores had an excused absence but would give a Foundation meeting report when he attends the next Foundation Board meeting.

Chair Sanders asked Student Trustee Gomez for her report. Student Trustee Gomez reported that she had received very good feedback from the board members of each club on the Eastern campus, as well as from student government presidents of each campus. She said the peer mentors have told her they see more students becoming involved with the College, and added that the students have told her they like the classes so far. She reported that in student government there are very good members on each campus, who are constantly getting involved with how the students are doing, and what their concerns are. She said they try to have meetings each month to see what the students' concerns are. Trustee Canary thanked Ms. Gomez and asked her not to hesitate if she felt something was going on that needs attention. Ms. Gomez stated she tries to go every week to a different campus and listen to the students' concerns.

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Chair Sanders moved on to her report. She is still working with administration to establish the Board's online calendar, and moving towards using technology was the goal. Trustee Morgo mentioned the Budget and Finance committee needed another member and Chair Sanders asked the Board members to speak to him if interested. She continued her report, stating the 2015 Board retreat is November 19th, at the Marriott in Ronkonkoma from 9:00 a.m. to 3:00 p.m.

Chair Sanders reported the Presidential evaluation has been returned by Scantron, and will be reviewed by Trustee Shybunko-Moore and the Personnel Committee at the next meeting. She said she was working with the College on a refreshed version of a presentation about the value of Suffolk Community College, not only about coming out of the College with a good education, but the real regional economic value as well. She brought up the groundbreaking ceremony happening that day, including vendors that are benefiting and hiring people from the local region. She said in a report shared by Dr. McKay there was a piece on investment analysis that talks about the social impact, how the College is pulling groups of people from the local community that would never have an opportunity to improve their quality of life, and the impact on the taxpayers. She asked the Board to read the report to remind them of the benefits of the College. She asked everyone to try and stay for the Renewable Energy and STEM Center groundbreaking, and to try and make the one at Eastern campus for the Health and Wellness Center, on September 28th.

Chair Sanders continued, stating that the social media presence of Suffolk Community College has increased, and said that technology will help the College and the Board become the ambassadors, to advocate and explain the benefits of Suffolk Community College and tell the story. She said during the Executive Committee meeting, they talked about two things that moved towards improving operations and increasing efficiency and effectiveness for students: the actual implementation of the e-procurement system which will be used for purchasing, and the new campus-wide food service. She said the College developed and continues to modify the question and response sheet so that it is prepared to answer all questions as it pertains to the food service.

Chair Sanders spoke about the importance of continuing development and training as Trustees, encouraging the Board to attend the trainings and conferences offered by the New York Community College Trustees (NYCCT) and Association of Community College Trustees (ACCT), with dates and information available in the Board members' packets.

Trustee Canary asked VP Vizzini what the status of working with the tablets. VP Vizzini said that everyone has received their user name and password, but she was not sure how many of the Board members were using the portal from their devices. She said there would be training at the retreat on November 19th. She said if it is the desire of the

Board to move towards the purchase of tablets, it would be discussed at that time. VP Vizzini asked Trustee Canary if he uses the portal, and Trustee Canary answered yes, he uses it all the time and it works for him. Dr. McKay asked the Board members to let Chair Sanders know if they would like a Surface tablet and that he and Ms. Vizzini would look into getting the equipment, and have the technology employees train them in the use of the tablets and the portal access accordingly.

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Chairwoman Sanders moved to the President's report. Dr. McKay announced he would have four short presentations, and encouraged all the Board members to come to the groundbreaking ceremony that would follow, saying this was a building the College had been working on for five years, for developing solar, wind, Geo, cyber security, energy management, fab labs and research, the first of its kind in the entire state. Dr. McKay then introduced each presenter and asked them to commence their reports.

Dr. Suzanne Johnson gave a brief report on the upcoming accreditation visits to the College. She cited that a Middle States small team visit will occur on October 5th and 6th, and the accreditation visit for the nursing program as well as the New York State Education Department is October 20th to 22<sup>nd</sup>. The paralegal program accreditation is being scheduled for either November 5th and 6th or November 16th to 18<sup>th</sup>; this is to be determined by the American Bar Association. The date set for the EMT, emergency medical technician program is December 14th and 15<sup>th</sup>. VP Johnson said that all preliminary steps that need to occur have taken place, and have been submitted to for the nursing program, and a visit was imminent in October. Finally, she announced the College would have its closing visit in regard to its Title III grant, on December 29th and 30th.

Dr. Pedersen gave an updates on Middle States and SUNY Excels. He announced that on the previous Monday, the College received notification that SUNY Excels had extended the deadline for submission of the performance management plan for the College until October 21st. However the College intends to maintain the aggressive timeline to produce the narrative and productive analytics so the College community will have time to review the materials before submission. All the operational planning initiatives will be submitted the following week, allowing for construction of the narrative and determination of goal metrics for 2018 and 2020 by the 25<sup>th</sup> of September. This allows for a two week window for review by the College community and then review of the final document by Dr. McKay. Dr. Pedersen reported that Dr. Lauren Tacke-Cushing, the College's accreditation liaison officer, has been in communication with the visiting Middle States team. They have asked for organizational charts, reporting structures and information about the six largest degrees. The President's office has coordinated the logistics for the team visit, and they have identified a list of potential small group participants for scheduled interview sessions. He said Dr. Tacke-Cushing is preparing prep sessions for faculty. Dr. Chris Shults is scheduling similar meetings for AES participants. He noted they are not aware yet if the visitors will want to meet with the Cabinet members or members of the Board of Trustees. Dr. Pedersen reported they have begun to work on the decennial self-study. Dr. McKay has received nominations for co-chairs for the decennial steering committee, and his choice is currently being communicated to Governance leadership. He added Dr. Tacke-Cushing will serve as one of the co-chairs, and both will attend a workshop in a few weeks to prepare them to serve. Over the next year, they will be sending individuals to Middle States workshops in preparation for the self-study which will begin with a visit from Dr. Klienman in February.

Dr. McKay introduced Dr. Sylvia Diaz, Executive Director of the Foundation for an update on the Foundation. Dr. Diaz said she had done some research on the questions that were raised at the last Board of Trustees meeting regarding the 20/20 campaign by Trustee Irizarry. The minutes of the Foundation Board of Directors meeting on May 13, 2014 revealed that it was during the audit committee portion of that meeting that the major gifts campaign was discussed in depth. It was stated that at that time the major gifts campaign would actually be suspended until the Board evaluated the potential to succeed in its goal to move forward. Then Chairman Boughal stated the Foundation was not prepared and was understaffed to accomplish the \$7M gift initiative. He explained that the outside consultant who set the goal provided a list of major donors that ultimately did not yield the desired results. The Board stated that they were premature in thinking that the \$7M could be raised by 2015. Chairman Boughal announced at that time it was time to move forward and designated the newly hired professional staff of the Foundation to advise the Board and design a strategy. Dr. Diaz said that based on subsequent discussion and conversations with her staff, they had been advised by her predecessor to rebrand the campaign to align the College's vision for the 20/20 strategic plan. Her predecessor left in July of that year and she became the interim

executive director in August. Dr. Diaz said that the Foundation has been working diligently to meet the \$7M goal and as well as meet the College-wide institutional goals to increase access and affordability. She reported they are close to \$4M currently and anticipate successfully completing the campaign. Dr. Diaz noted the Board of Directors new administration has committed to 100% participation, and invited all of the Trustee's to participate as well. Trustee Irizarry inquired if the goal for the 20/20 campaign was still for the \$7M. Dr. Diaz confirmed it was.

Dr. McKay introduced Mary Lou Araneo, VP of Institutional Advancement for and update on the upcoming SUNY visits and groundbreaking events. VP Araneo reported there were two groundbreaking ceremonies coming up. One will take place right after the Board meeting at noon for the Renewable Energy STEM center. She said they expect to have eight members of the legislature attending, four members of the state assembly, and two aids representing New York State Senators and numerous members and representatives from the trade. The next groundbreaking ceremony is scheduled for September 28th at 11:00 a.m. on the Eastern Campus for the Health and Wellness Center.

VP Araneo reported the SUNY Provost visit was scheduled for Thursday October 8th. Provost Alexander Cartwright will be joining a number of his SUNY colleagues; Eileen McLoughlin, SUNY Vice Chancellor for Finance, Joe Porter, SUNY General Counsel, and Johanna Duncan-Poitier. The College plans to transport them to all three campuses and downtown centers. There will be a lunch at the Culinary Hospitality Center at 12:15 p.m. followed by a student panel on the Ammerman campus at 3:00 p.m. which will feature Get There From Here scholarship students.

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Chair Sanders moved onto the round table. Chair Sanders said the Trustee Shybunko-Moore asked her to remind the Board that on October 2<sup>nd</sup> at 11:00 a.m. the Long Island Makers, are having a video release on the Michael J. Grant campus. She invited and encouraged the Trustees to attend if their calendars permitted.

Trustee Irizarry announced that on Saturday, September 26th, the Long Island Latino Teachers is hosting its annual scholarship luncheon on the Grant campus at 12:30 p.m. in the cafeteria of Captree Commons.

Trustee Pontieri said he has spoken with Steven Schrier regarding the Banner program. The date has not been set yet, but it will take place in Patchogue at South Ocean Avenue Junior High School. He will share more information as it becomes available.

Trustee Canary said that on Saturday, September 28<sup>th</sup>, Senator Boyle will be sponsoring the 28th annual Beach Clean-up from 10:00 a.m. to 2:00 p.m. at Robert Moses State Park, Field 2. Dr. McKay said VP Adams will work with the three Campus Activity Directors and have some of the College's students attend.

\* \* \* \* \*

Chair Sanders requested a motion to adjourn the Board of Trustees meeting. Trustee Irizarry so moved, Trustee Morgo seconded. The motion was approved unanimously.

With no further action, the meeting of the Board of Trustees was adjourned at 11:01 a.m. The Board of Trustees next meeting is October 15, 2015 at 4:00 p.m. in room 114 of Captree Commons, on the Michael J. Grant Campus in Brentwood, New York.

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Respectfully submitted,  
Bryan Lilly  
Secretary