

**SUFFOLK COUNTY COMMUNITY COLLEGE  
SUMMARY MINUTES OF THE BOARD OF TRUSTEES MEETING  
ALUMNI ROOM, BROOKHAVEN GYMNASIUM  
AMMERMAN CAMPUS, SELDEN, NEW YORK  
FEBRUARY 29, 2016**

The meeting was held on Monday, February 29, 2016 at 4:00 p.m. in the Alumni room of the Brookhaven Gymnasium on the Ammerman Campus, in Selden, New York.

**PRESENT:**

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

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The meeting of the Board of Trustees was convened at 4:06 p.m.

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

Chair Sanders asked VP Christopher Adams to introduce the special guests in attendance. Dr. Adams introduced students Clarence Edwards and Maria Rayfield, both of whom had joined the college and Chair Sanders on a trip to Albany for the Black and Puerto Rican Caucus Day on February 13, 2016. Mr. Edwards and Miss Rayfield shared that the trip was very interesting and a good learning experience for both of them. While in Albany, they met New York State Assemblyman Phil Ramos, who gave them some words of advice on the importance of standing together if something needs to be done, and being well-informed about your topic or cause.

VP Adams then introduced the following students who travelled to Albany for Advocacy Day on February 25, 2016: Justin Micozzi, Justine Briscoe, Christopher Chiusa and Christopher Melz to share their experience on the trip. VP Adams noted that this year the College had partnered with its Faculty Association on the trip, and was also joined by Vice Chair Morgo, Ben Zwirn and Drew Biondo. Over thirty students from the College went to Albany this year.

Mr. Micozzi shared that this was his first time attending Advocacy Day in Albany. He had a great experience, and enjoyed being part of the group that represented many students who would be affected by a tuition increase. He shared his story of how he chose to stay home for financial reasons, and paid for his first year of college with two jobs over the summer. He then got involved last year in student government and also became an orientation leader. He continues to work two jobs today, and is involved at the College which is one of the reasons he went to advocate to have tuition lowered. Ms. Briscoe introduced herself as a second semester student at the College and was thankful of having had the opportunity to travel to Albany. She emphasized it was important for her to have access to higher education, because she has small children and wants to be a role model for them. Mr. Chiusa, said that the opportunity to participate so intimately with democracy was fascinating, inspiring and empowering. After the trip he realizes that they can make a difference.

Mr. Melz introduced himself as a nursing student from the Grant campus graduating in May. He already has a degree that he earned over twenty years ago and runs his own business. He decided to return to school after donating his kidney to a childhood friend. The experience changed him and his perspective on life. He believes community college is misunderstood and not as respected as it should be. Mr. Melz said he enjoyed the trip and was very thankful to have had the opportunity to represent the College and advocate on behalf of students.

Dr. McKay thanked the students and said they embodied the mission and vision of the College. Trustee Morgo thanked all of the students and noted they were the best possible advocates, they each told their own stories and were terrific. He said they met with Majority Leader Flanagan and Assembly Speaker Heastie as well as the Chair of the Higher Education committee, Ken LaValle and each student told a separate and poignant story. He then commended Dr. McKay's team, Chris Adams, Ben Zwirn and Drew Biondo for organizing a great trip.

Chair Sanders encouraged everyone to engage locally, and to continue to advocate on behalf of the College and its students.

Chair Sanders called for a motion to adjourn the Board of Trustees meeting and convene the Board of Directors meeting at 4:20 p.m. Trustee Pontieri so moved, Trustee Lindsay Sullivan 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 4:25 p.m. Trustee Morgo so moved, Trustee Pontieri seconded, and the motion was approved unanimously.

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Chair Sanders requested a motion to approve the minutes of the January 21, 2016 Board of Trustees meeting. Trustee Escorbores so moved, Trustee Pontieri seconded, 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 College continues to trend to the positive and continues its prudent fiscal management to remain positive. The College departments have completed their presentations for the 2016-2017 operating budgets. VP Vizzini and Dr. McKay are finalizing those requests and are in discussion with the Budget and Finance subcommittee of the board to set the expenditure level for 2016-2017 and mitigate any budget gap moving to that year.

The Legislative committee on a long term budget plan for the College had its first meeting on February 19th. They have asked the College to provide information on student demographics and trends in enrollment, tuition, County contribution and State aid. The committee will meet again in March.

VP Vizzini noted there was one budget transfer which represents the portion of the fees the College pays to SUNY administration for campus assessments and Degree Works. It covers the 2014-2015 and 2015-2016 costs. The money is in the budget and needs to be moved to the correct place where it will be paid from.

Chair Sanders announced for the record that there were three excused absences, Trustee Irizzary, Trustee Shybunko-Moore and Student Trustee Gomez.

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Chair Sanders requested a motion for the approval of College Resolutions 2016.11 to 2016.18. Trustee Lindsay Sullivan so moved and Trustee Pontieri seconded. The motion was approved unanimously.

**RESOLUTION 2016.11 - APPROVING THE REQUESTED 2017-2019 CAPITAL PROGRAM AND 2017 CAPITAL BUDGET**

**WHEREAS**, the College has been requested by the office of the Suffolk County Executive to submit capital budget and program requests in accordance with Article IV, Section A4-1, of the laws of Suffolk County, and

**WHEREAS**, the capital program requests (see, Attachment I) have been solicited from the President, the Executive Vice President, Vice Presidents, Associate Vice President, Campus Executive Deans and Physical Plant Directors, and recommended by the Executive Council and the President, be it therefore

**RESOLVED**, that the Board of Trustees approves the submission of all capital projects in Attachment , and authorizes the President or his designee to submit the projects for the 2017-2019 capital program and 2017 capital budget.

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**RESOLUTION NO. 2016.12 - AWARDING A CONTRACT FOR THE DESIGN OF THE TRAFFIC CIRCLE AND PARKING EXPANSION ON THE AMMERMAN CAMPUS; CP 2143 AND CP 2152**

**WHEREAS**, Capital Projects 2143 and CP2152 have 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**, proposals for the design and construction supervision of the traffic circle and parking expansion on the Ammerman Campus have been solicited and reviewed by the College, and

**WHEREAS**, the College design committee determined that the proposal submitted by The RBA Group best meets the needs of the College, be it therefore

**RESOLVED**, that a consulting contract in the amount of \$270,600 for the design of the traffic circle and parking expansion on the Ammerman Campus be awarded to The RBA Group, Inc. and be it further

**RESOLVED**, that said amount may be increased for surveying and mapping services associated with the inclusion of Lots 6 and 7A -7D for an amount not to exceed \$16,500, and

**RESOLVED**, that the College President, or his designee, is authorized to execute the necessary documentation upon such terms and conditions as shall be approved by the College General Counsel.

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**RESOLUTION 2016.13 - ACCEPTING A GRANT SUB-AWARD AND AMENDING THE COLLEGE BUDGET FOR A PROJECT ENTITLED IRACDA – THE NEW YORK CONSORTIUM FOR THE ADVANCEMENT OF POSTDOCTORAL SCHOLARS (CAPS)**

**WHEREAS**, the 2014-15 College operating budget provided \$32,426, including indirect costs, for a grant sub-award from the National Institutes of Health through the Research Foundation of SUNY Stony Brook for a project entitled IRACDA - The New York Consortium for the Advancement of Postdoctoral Scholars (CAPS), and

**WHEREAS**, Suffolk County Community College has been approved to receive an increase in said grant sub-award in the amount of \$20,000, including indirect costs, for the period May 1, 2015 through April 30, 2016, bringing the total amount of the sub-award for year four of the five-year project to \$45,000, and

**WHEREAS**, the grant sub-award will provide for a mentored, independent teaching experience for postdoctoral trainees who will be paired with STEM community college teaching mentors to provide practical exposure in the formulation and implementation of pedagogic instruction and

professional development at the College, in partnership with SUNY Stony Brook's Research Centers/Institutes, and

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

**RESOLVED**, that a grant sub-award in the amount of \$20,000 including indirect costs, from the National Institutes of Health Project, through the Research Foundation of SUNY Stony Brook, for a program entitled IRACDA - The New York Consortium for the Advancement of Postdoctoral Scholars (CAPS), for the period May 1, 2015 through April 30, 2016, is hereby accepted, and the College President, or his designee, is authorized and empowered to any required documentation, upon such terms as shall be approved by the College General Counsel, and be it further

**RESOLVED**, that the 2015-2016 College operating budget be amended in the amount of \$12,574 to reflect an increase in said grant sub-award.

Project Director: Candice J. Foley, Ph.D.

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#### **RESOLUTION NO. 2016.14 - AMENDING THE COLLEGE'S PROCUREMENT POLICY**

**WHEREAS**, community colleges must procure goods and services in accordance with Article 5-A of the New York State General Municipal Law in order to ensure the prudent and economical use of public monies, and to guard against favoritism, improvidence, extravagance, fraud and corruption, and

**WHEREAS**, by a resolution duly adopted on September 13, 2012, this Board adopted a comprehensive procurement policy which governs the College's purchase of materials, equipment and supplies, and the acquisition of labor, construction, and professional services, and

**WHEREAS**, pursuant to General Municipal Law §104-b, such policy and procedures must be annually reviewed and approved by the Board of Trustees, and

**WHEREAS**, the College's facilities and procurement offices, together with the Office of Legal Affairs, have reviewed the Procurement Policy, and recommends that certain revisions be made thereto in order to improve purchasing and procurement efficiencies, be it therefore

**RESOLVED**, that the College's Procurement Policy, as amended (*see, Attachment II*), be, and the same, hereby, is adopted and approved for the calendar year 2016.

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**RESOLUTION NO. 2016.15 - APPROVING A MAJOR CHANGE ORDER AND AN AMENDMENT TO THE CONTRACT WITH STEVEN DUBNER LANDSCAPING, INC. FOR ADDITIONAL GRANT-FUNDED IMPROVEMENTS ON THE AMMERMAN CAMPUS**

**WHEREAS**, Suffolk County Community College received a Green Innovative Grant Program (GIGP) grant administered by the NYS Environmental Facilities Corporation to fund Storm Water Control Infrastructure Projects (GIGP project number 1048), and

**WHEREAS**, by a resolution duly adopted on May 21, 2015, the Board of Trustees authorized a contract with Steven Dubner Landscaping, Inc. to construct the storm water remediation improvements, and

**WHEREAS**, additional landscaping work not included in the original contract, including concrete curbs, grading of an unpaved parking lot and installation of additional porous paving on the Ammerman Campus, is necessary in order to complete the project, and

**WHEREAS**, the additional work will be fully funded by the GIGP grant, and

**WHEREAS**, including the additional work described herein increases the contract with Steven Dubner Landscaping by more than twenty thousand dollars (\$20,000.00), thus constituting a major change order as defined by the College's *Procurement Policy*, and

**WHEREAS**, pursuant to such policy, all major change orders require the approval of the Board of Trustees, be it therefore

**RESOLVED**, that a change order in the amount of \$104,470.00 to the contract with Steven Dubner Landscaping, Inc. for additional work to be performed for the Storm Water Control Infrastructure Projects is hereby approved, and be it further

**RESOLVED**, that the College President, or his designee, is authorized and empowered to execute the necessary documentation, as approved by the College General Counsel, reflecting the change order and the nature of the additional work so authorized.

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**RESOLUTION NO. 2016.16 - 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 \$2,492,377.71 for the month of January 2016 (Attachment III) is hereby approved by the Board of Trustees.

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**RESOLUTION NO. 2016.17 - 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 IV as necessary for the operation of the College, be it therefore

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

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**RESOLUTION NO. 2016.18 - AWARDED A CONTRACT FOR THE DESIGN OF RENOVATIONS TO THE KREILING HALL BUILDING ON THE AMMERMAN CAMPUS, CP 2114**

**WHEREAS**, the design phase of capital project No. 2114 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**, proposals for the design of renovations to the Kreiling Hall Building on the Ammerman Campus have been solicited and reviewed by the College, and

**WHEREAS**, the College design committee determined that the proposal submitted by William F Collins, AIA Architects, LLP of Setauket, New York, best meets the needs of the College, be it therefore

**RESOLVED**, that the College President or his designee is authorized and empowered to enter into a contract with William F. Collins, AIA Architects, LLP in the amount of \$253,500.00 for the design of renovations to the Kreiling Hall Building, upon such terms and conditions as shall be approved by the College General Counsel.

Trustee Canary asked how the College handles a bid situation where women and minority business owners are supposed to be given consideration and may not be the lowest bidder. Mr. Jon DeMaio, Administrative Director of Educational Facilities replied that if it's a capital project the College follows the county rules. They require all bidders to submit an MBE/WBE utilization plan that lists any MBE/WBE contractors or suppliers that will be used. If the bid involves

grants, the policy comes from the organization administering the grants. There are normally established thresholds for participation, typically twenty percent or more for MBE/WBE organizations. Specific requirements have to be put in the bid packages so that contractors know those are the goals. The College has lists from the state that identify certified MBE/WBE organizations. Communications are sent to these listed firms so they are made aware of the bid and can participate. Then the College has to do its due diligence to show that the contractor did everything it could to meet the goals.

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Chair Sanders returned to the agenda and delivered the Chair's report. She reported it had been a very interesting and busy month. She along with Dr. McKay and several staff members attended the Martin Luther King breakfast hosted by Reverend Coverdale. On February 7<sup>th</sup>, she travelled to Washington, with Trustees Escorbores, Canary and Gomez to attend the ACCT Legislative Summit in Washington. Chair Sanders thanked them for taking the time to attend the conference in Washington and noted there was a lot of energy, synergy and excitement in Washington. They had the opportunity to speak with colleagues throughout the nation that are facing similar challenges that Suffolk is facing which gave them an opportunity to see how much better shape the College is in compared to some they spoke with.

Chair Sanders reported she also attend the Black and Puerto Rican Caucus on February 13<sup>th</sup>. She said the College's students had done an outstanding job. She thanked Dr. Adams and Trustee Morgo for attending and supporting the students. The students had the opportunity to meet with different legislators and present their case. She then thanked Kevin Peterman for sharing in the higher education panel she was on. Chair Sanders said she felt they were able to get the message across about the importance of access to higher education through community college. The students were also taken on a capital tour conducted by Assemblyman Phil Ramos. They took many photos and the day inspired the students to get engaged in the political process.

Chair Sanders noted she and Dr. McKay were honored at the Suffolk County Black History event for their contributions. She thanked Dr. McKay for his service and for sharing in that day.

Chair Sanders said she understands that cyber-crime is a big issue and is glad the College has procedures in place to help protect against cyber-crimes. She added she looks forward to building up the department with the hiring of a high administrative position to help keep oversight on the College's technology.

Lastly, Chair Sanders thanked each subcommittee chairperson. She said she looked at the calendar was pleased to see how active the committees were being. Chair Sanders thanked them for the work being done within each committee, and bringing forth information to help the board make decisions.

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Chair Sanders proceeded with the committee reports, starting with the Student Success Committee.

Trustee Lindsay Sullivan reported that one of the topics that was presented to the committee was the work being done to shift from having an A.A.S. degree to A.S. degree in Nursing. This will make it more of a seamless transfer when the College's nursing students move onto their bachelor's degrees. She said one thing that struck her and the committee the most was the number of students being turned away because there are not enough seats in the program. Especially since the Board is consistently talking about student success, retention and completion and enrollment. She was told it is an expensive program, however she hopes it is something that is looked into.

The committee also discussed the work that Dr. Adams is doing in getting high school and middle school students on the campuses. She noted she was informed by Dr. Adams that the budget was getting tight with and the College will not be able to continue to provide the free giveaways and lunch for the program. She noted the importance was to get the high school and middle school students on the campuses and they could bring their own lunch. Trustee Lindsay Sullivan noted that the Brentwood South Middle School had a college information session for fifty parents. She believes this would be a good way for the College to show parents what a good value for the dollar the College is as an option for their students. The next meeting of the Student Success committee is scheduled for March 10<sup>th</sup> at 3:30 p.m. on the Ammerman Campus.

Chair Sanders called for the Governance Committee report. Trustee Canary said that due to scheduling constraints the committee had not met. The next meeting of the Governance committee is scheduled for Tuesday, March 8<sup>th</sup> at 3:00 p.m. on the Grant campus. The committee will be further discussing the Ethics Policy and Board of Ethics creation.

Chair Sanders called for the Facilities and Technology report. Trustee Lilly said the committee did not meet in February. He did receive an update on some of the ongoing projects. The next project to be completed should be the Long Island University module building at the Grant campus. It is estimated to be completed in May and have in classes begin in the fall. Trustee Lilly asked Mr. Petrizzo to send him an e-mail when the next capital projects meeting will take place so that he and the committee can attend.

Trustee Morgo asked if there was an update on local legislation. Mr. Zwirn said IR-1158 was tabled in committee for public hearing that would take place the following day at 2:30 p.m. before the full legislature in Riverhead. If all goes well, the bill will be reviewed by the College, by the County Attorney, the Department of Public Works and Legislative Counsel from the County Legislature to meet all their approvals. He said Jon DeMaio spoke with Public Works to see if they would come out in support of the bill. He added if everything goes well, it could be adopted at the March 22nd general meeting and the County Executive has to have a pro forma hearing, it then goes up to the Secretary of State, and a 120 days later it becomes law. It is possible by the end of the summer, the College will have jurisdiction over its own permits. The College will then issue its own permits, but would still be subject to regulation by the State health codes, State codes and County fire marshal. Mr. Zwirn said employees working in the College's Facilities Department have certifications and degrees as good as the County department.

Chair Sanders asked how that would impact the College's liability once it is all of the College's responsibility. Mr. Petrizzo replied it would not increase the College's liability. Design defects are covered by the architects and engineers errors and omissions policy. There is a staff of architects and engineers on College payroll that review all of that work, and the College is very confident that it has sufficient expertise in-house to review all of that. The College has also discussed possibly engaging a consultant to act as an outside reviewer to ensure the College's design consultants don't miss anything.

Trustee Canary thanked Mr. Zwirn for all of his effort in working behind the scenes to try and get the bill passed. He told Mr. Zwirn to let the Board know if he needed any of the Board to assist with individual lobbying of the County Legislators. He then asked what caused the leak in the LIU building. Mr. DeMaio responded the buildings were modular buildings that were shipped to be constructed right away. They were not constructed right away. This was done at risk by the modular building contractor, Vanguard. They anticipated an approval process that eventually took longer than expected and the modules sat. The buildings were shrink wrapped and modestly protected, but not enough. Due to storms that had horizontal rain water managed to migrate inside the building. When the vendors started to put the things together, they noticed it immediately and notified the College. There was then a substantial effort that included ripping walls out and hiring industrial hygienists to look for mold and to make sure the migration was being contained. The reason for the water damage was not an error in construction or design. The modules unfortunately sat unconstructed for longer than they should have.

Chair Sanders announced there was no report for the Personnel Committee due to Trustee Shybunko-Moore's absence.

Chair Sanders called for the Budget and Finance Committee report. Trustee Morgo reported the committee met on February 11<sup>th</sup>, and VP Vizzini discussed the purchase of a tablet for each Board member to lessen the amount of paper they receive. The total cost for the purchase of the tablets is approximately \$14 K. He said it was the consensus of the committee to purchase the tablets. Trustee Morgo asked the full Board to consider the purchase, if there were no objections he will ask administration to proceed with the purchase.

Trustee Morgo announced the Board had to give administration direction by the March 17<sup>th</sup> meeting with respect to the recommended budget. The recommended budget will then be voted on at the April meeting. He recapped last year the College submitted a recommended budget with a 5% increase in the county contribution. The county came back with a 2.5 % increase, plus a \$500 K capital program increase. The focus of the Board has been on keeping tuition affordable for the students. He noted the students are currently paying 50% of the tuition due to the State and County falling below their share. The State is supposed to be 40% and the County 26.7%.

Trustee Morgo said that at the last Board meeting he reported on the operating budget for 2016-2017 and there was a \$13M budget gap. After the committee met again on February 11<sup>th</sup> they learned it's more than originally expected and is north of \$13M. This was mostly caused by declined enrollment, which results in decline in revenue and expenditures went up by 3%. Trustee Morgo reported that at the meeting on the 11<sup>th</sup>, Dr. McKay announced he had directed a

freeze in hiring. Vacancies were only to be filled for positions that would affect accreditation, or would otherwise be paid for by grants, or needed for public safety. Dr. McKay also mentioned that an analysis was being done on electives to look to see if there are unsubscribed electives, that don't have enough students that could be eliminated. Trustee Morgo said it once again looks like this year the Board will have to consider the use of the reserve fund but emphasized the importance of trying to keep tuition flat, if at all possible. He noted that someone asked that an analysis be done of students receiving financial aid. VP Vizzini did the analysis and it resulted that only 15% of the College's students do not receive grants or loans. However, it was pointed out that as tuition increases, there is a decrease in funds students can use for other expenses such as housing, books, gas, child care. He said VP Vizzini would provide the committee at their next meeting estimates of scenarios of what the College may receive from the State and County.

Trustee Morgo announced the Suffolk County Budget Long Range committee met for the first time on February 19th. In attendance representing the College was: Dr. McKay, Counsel Petrizzo, Mr. Zwirn, Mr. Biondo, Dr. Adams and Student Trustee Gomez whom he felt was most important. He then distributed to the board a chart of what the College has asked for from the County and what the College has received from the County over the years. They pointed out the years without increases to the Legislative committee. He said the Presiding Officer as well as Legislator Martinez were very receptive. He added that VP Vizzini is going to work with Robert Lipp, the head of the Budget Review Office as well. Trustee Morgo added that one of the things that he felt was key was that Dr. McKay reviewed the efficiencies the College is putting in place. His only disappointment was that there were no decision makers from the County Executive Budget Office. They were told that they would endeavor to have them attend the next meeting. The next meeting is scheduled for March 11th at 9:00 a.m.

Trustee Morgo reported on his trip to Albany for Advocacy Days. He said they were able to meet with majority leader of the Senate, John Flanagan and Speaker of the Assembly, Carl Heastie. He said when they arrived on Wednesday February 24<sup>th</sup>; he along with Dr. McKay, Mr. Biondo and Mr. Zwirn also had the opportunity to meet with Senator Ken LaValle, Chair of the Higher Education committee. Trustee Morgo also met with a group of the College's students with Assemblyman Theile and Assemblyman Engelbright. The focus was kept on the students and their story. Each student emphasized how important the College was to them. The trip to Albany left Trustee Morgo feeling the State will do better than the \$100 per FTE contribution of last year.

Trustee Morgo moved on to discuss SUNY's 20/20 college plan. The students in the four year college will get no more than a three hundred dollar increase in tuition each year. The schools will also get increased scholarships for students. He said this has been transformative for the four year schools. This allows the students and their families to plan their expenses. They will know their bill for the next year. Trustee Morgo said the Budget and Finance committee discussed the College implementing its own plan. The Board can impose, that tuition for the next "X" amount of years will be no more than "X" percent increase for the next "X" many years. He added it was something they cannot do lightly because for any initiative there are pros and cons. The obvious pro is that there would be certainty for the College's students. Possible cons would be what would happen if the State and County don't come through with their contribution. Trustee Morgo said the committee would continue to discuss the possible

implementation of the plan at their next meeting on March 10th. The Board discussed possible scenarios of implementing such a plan and the importance of getting a guarantee of County contribution. Trustee Morgo said he would bring this up at the next meeting on March 11<sup>th</sup>.

Chair Sanders called for the Advocacy report. Trustee Pontieri said there was nothing to report.

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Chair Sanders moved to the President's report. Dr. McKay announced his report would address two subjects: the Quantway and Statway programs, and the Nursing Program. He stated the College is only one of five or six in New York involved in Quantway and Statway and is taking the lead in the program. He said he wanted it on the record that the College is doing all it can to ensure its students' success. He remarked that 58% of the students that come to the College require remediation in math, writing and reading, with math being the most important, to ensure they persist in College and beyond. He asked Mr. John Jerome to make a brief presentation.

Mr. Jerome stated that over 60% of all students entering community college in this country are required to complete developmental courses, and 70% of those do not have the opportunity to complete the required courses in the first two years. Recognizing this, Carnegie Institution engaged a network of researchers, faculty, students and content experts and created two pathways: Quantway (for quantitative reasoning) and Statway (for statistics). The Quantway network has grown to 49 institutions involving over 45,000 students nationally, and, within the SUNY system, Onondaga Community College was first to join, then Rockland, Westchester and Suffolk County Community Colleges. The purpose of the program is to create faculty teams and encourage student collaboration in the real-life application of mathematics to create productive persistence in students.

Mr. Jerome reviewed the timeline of how and when the members of the College got acquainted with and began participating in the program. Ultimately, with the full support of President McKay, the College was able to offer nine sections of the course in the fall of 2015, and currently offers ten sections, with the goal of offering eleven in the fall of 2016. Mr. Jerome introduced Alexander Atwood to speak about what actually happens in the classroom regarding these programs.

Mr. Atwood explained that the primary modality of student learning is within small groups of three or four, where they do self-exploration of material that is in the course. He said the primary role of the faculty member is to de-emphasize lectures and to work with the students one-on-one and guide them in their learning experiences, to allow the students to become more confident in learning mathematics. He explained the professors become more a coach and mentor to the students, allowing them to directly assess the students as they learn the material in real time, a profound difference from assessing them only from the first examination they take.

Mr. Jerome presented research findings from a survey of the 131 students enrolled in the class conducted at the end of the fall semester, to which 76% responded. He said 62% successfully completed the course and are currently taking subsequent courses; 65% have improved confidence in mathematics; 70% have improved mathematical reasoning; and 72% have

improved mathematical understanding. He read a response from the survey, where a student described it as a real course with real material about real issues and math problems that can be applied to real life. Mr. Jerome reminded the Board that this was the first semester the course was offered, and the College will continue to offer this special topic course, and that moving forward would like to present it as a full blown course. He thanked the members of the curriculum committee that were present for their support.

Chair Sanders commented that the presentation goes to the heart of what was being discussed on a national level during the recent Washington DC visit, the challenge of many of the students coming in under-prepared. She said the programs are an effective tool for bringing them up to speed to be able to graduate before they run out of financial aid. She said she would like to see more of the results and for the College to be a model to other community colleges.

Trustee Morgo mentioned an article in the New York Times talking about teaching math in the real world with real problems, and asked if it was the same idea. Professor Alzugaray replied that the author was criticizing Pathways but using the wrong facts, but she was happy to see that somebody was correcting what they were saying in the comments section. She added something not mentioned in the previous discussion regarding the curriculum, that with Pathways, some topics that students don't need are taken away and replaced with more critical thinking and problem solving topics to be applied to the real world. Ms. Alzugaray announced that everyone is welcome to come to her class and see how Pathways works and how hard the students following it work in the classrooms.

Dr. McKay commended the faculty on all three campuses for taking on this work, putting the College in the forefront of this national forum and transforming lives with critical thinking.

Ms. Thornton began her presentation on the School of Nursing by mentioning two key factors: the anticipated new Nursing degree, which awards students an Associate of Science degree as opposed to an Associate of Applied Science, targeted for the fall of 2016, and the improved admissions criteria. She said along with some other implementations in the curriculum, the overall objective was to increase student success in the Nursing program.

Ms. Thornton reviewed the faculty decision processes that led to the approval of the new degree award. These included a Seamless Transfer ad hoc committee amassing data from local, state and nationwide programs and an Outcomes/Assessment committee presenting data on graduate, employer and exit surveys which helped identify values such as preparedness for employment, a seamless path from RN to BSN degrees, decreased lag time between enrollments, diminished costs, and stronger student success with program completion. The work of these committees along with College-wide collaboration with curriculum teams, as well as the charge from the Chancellor to transition to a four year program, led to the unanimous vote to adopt the new degree award in September of 2014.

Ms. Thornton presented statistics which showed that approximately 75% of graduates from the Associate Degree Nursing program enroll in Bachelor programs within one year. Recent statistics from the Advance in Nursing Practice Survey showed that 97% of employer respondents will supply or have tuition reimbursement for A.A.S. graduates that go on to B.S

degrees. She said the students graduate from Suffolk prepared to work as an R.N. so they are able to earn as they learn. 75% of respondents stated they wanted Bachelor prepared nurses, yet there are not enough seats to place the students in four year programs. The Associate's program provides students with a quick path to entry level practice, with tuition reimbursement allowing them to move on to the higher degree.

Trustee Lindsay Sullivan asked Ms. Thornton to confirm that 97% of the employers provide tuition reimbursements. Ms. Thornton confirmed, adding the adoption of the new degree, pending registration now with New York State Education Office of Profession, will allow for that seamless transition, which is why the Nursing team really took charge in getting this program implemented. She pointed out that Suffolk does not have the typical four year student, but rather working moms or working dads. She stated that, moving forward, the College will serve as the model program on Long Island because of its dual enrollment options with its partnerships, so that once the students are accepted into the College's program, they're also accepted into a B.S. program.

Ms. Thornton spoke about other adaptations to the Nursing program implemented to help with successful completion. The TEAS V test, implemented for the incoming class in fall of 2015, assesses students' proficiency in various subjects before they are accepted into the program, eliminating attrition rates and the uphill battle with the less-than-proficient students, and allows the College to place these students in remedial courses, academic success centers and developmental courses to give them another chance to take the TEAS test.

Another program is the Assessment Technologies Institute (ATI) NCLEX preparation program, computerized technology interwoven with the curriculum, which helps students with remediation and provides them with critical reasoning scenarios, learning modules, and practice assessments to build a study plan. Faculty are trained by ATI and they identify where in the curriculum further development is needed. She said the ATI fee is currently an out-of-pocket cost to students, but faculty has discussed integrating that cost into the Nursing program as an optional assessment fee.

Finally, Ms. Thornton reviewed the Transition to Professional Practice workshop, which lets students understand exactly what they will be tested on, graduation requirements, how to apply, how to become a candidate to test. She said they are considering integrating this workshop as an initiative program.

Ms. Thornton addressed the concerns coming out of the subcommittee about turning students away, reporting that the department went back and looked at exactly who was being turned away. She said they found that one of the cohorts are L.P.N. to R.N. prospective students, and explained that currently only twenty students each are accepted into the Ammerman and Grant programs because it is a difficult and accelerated program. She said they are looking at newer models that provide distance education for L.P.N.s, then push their clinical placements off until a summer placement. Trustee Lindsay Sullivan wanted to emphasize she knew it is a fine line to walk. Ms. Thornton added that looking back at the L.P.N.s, they found they are one of the cohorts that have one of the highest NCLEX passing rates, and that is something to explore. Chair Sanders commented she was glad to know there are some distance learning opportunities,

which it seems to be a new trend and one of the things that colleges are doing to increase enrollment.

Dr. McKay thanked the entire Nursing faculty for their work, acknowledging how difficult the accreditation and sixty-four credit review by the state was, and for their efforts in competing for space in clinical locations across Long Island to train students in the field.

He reminded the attendees of the upcoming Gala and the Golf Outing, as well as announcing an event on March 24th where the College will have for the first time in its history a major donor that has committed a major donation. He said the College is \$1.7 million away from its goal set for 2020, and that he believed it could probably be accomplished by the end of this year.

Dr. McKay reported the College has twelve SUNY Chancellor's award recipients, with two of these students in a position to receive two major national awards. He also reported the Athletic Department informed him that two of Suffolk's teams have won national awards and other teams are still on the way toward receiving national awards. He complimented the Chair for being recognized, along with himself, by the County Executive as two outstanding leaders in the county. With that Dr. McKay completed his report.

Chair Sanders announced a guest from the Comptroller's Office who was present at the meeting. Mr. Lupo extended greetings from Suffolk County Comptroller John Kennedy, whom he was representing, and said he would brief the Comptroller the following day.

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Chair Sanders moved on to the Round table. Trustee Escorbores thanked Dr. Adams and his staff for coming to Southwood School in Brentwood on February 6th, the start of four Saturday academies. Dr. McKay announced that after looking into how the College reports and functions in regards to Middle States, he has named Dr. Lauren Tacke-Cushing as the College's point person to connect with Middle States, as the accreditation liaison officer, and introduced her to the Board. Dr. Tacke-Cushing reported that the committee has started to meet, and there is a lot of good momentum and energy to move forward. Chair Sanders welcomed Dr. Tacke-Cushing and said the Board was pleased as they want to stay on top of Middle States. She offered that the Board members would like to be engaged in the process, and if provided a calendar of meetings, perhaps find opportunities to sit in on some of them to stay engaged. Dr. McKay said the College has taken the lead in putting the team in place and that Dr. Tacke-Cushing is going to put a new face on what the College expects in accreditation by focusing on the academic side rather than trying to recover and trying to address issues as it had to in the past..

Trustee Lindsay Sullivan related her experience of attending a meeting Paul Beaudin put together to speak about the remedial math program and intervention the College could put in place. She said she could never get any momentum with her K to 12 colleagues for the program, but in the last year Mr. Beaudin has done a wonderful job, with eighteen school districts now on board. She said it was a delight to see so many colleagues, other superintendents around the Island, and applauded the work he was doing. She also told of feeling great about a hands-on,

face-to-face chat with a student on campus who told her she'd just moved here from Chicago, loves Suffolk Community and thinks her professors are great.

The Chair shared that she received an email from the State University of New York Chancellor announcing eight projects involving fifteen SUNY community colleges that will receive \$1 million to support their career centers. She said Suffolk is one of the institutions on the list, and will receive a \$100,000 to promote Suffolk's I Promote Integrated Programs and Resources. She congratulated Dr. McKay and his team. She also announced that two of the College team, Carol Campbell and Dafny Irizarry, have been nominated for 2016 Women of Influence awards by the Urban League, to be given on March 12th. Dr. McKay commended Ms. Wickliffe Campbell for making a difference in his office and in his Cabinet.

Trustee Canary shared that he and fellow Board members had a productive trip to Washington DC, and attended a lot of the workshops and presentations, so the ACCT people knew that the College Board members were there and participating. He said they took away some good information, especially concerning how the accreditation process is affecting every state, every college, with some complaining to their federal representatives about the process, and that he believes the education committee in Congress is taking a hard look at accreditation.

Trustee Canary also remarked on a post-Unqua Community College crisis management presentation he and Mr. Escorbores attended and said it was very enlightening to learn about crisis management after a tragedy like that one in Oregon. He said he will be getting a video that he will share with everyone. Dr. McKay reported that he and Dr. Adams are currently working on a review of our protocols and ways to deploy resources to be responsive much faster on our campuses than ever before. Mr. Petrizzo added the Suffolk County Police Department recently hired a Homeland Security expert, and they have very graciously made that expert available to the College, and he and Dr. Adams and some other folks will be meeting with them the following Friday. Dr. McKay said the College has also given Neftali Collazo approval to go forward with bringing federal resources onto campus for a training that will occur. Dr. Adams explained that this team would review the College's emergency preparedness plans. He acknowledged that the aftermath of a crisis is very critical, that institutions need to learn more about how to handle them, and was interested in seeing the video.

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Chair Sanders requested a motion to enter into Executive Session to discuss the medical, financial, credit or employment history of a particular person or corporation, the terms of a contract, matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation at 6:05 p.m. Trustee Escorbores so moved, Trustee Pontieri seconded, the motion was approved unanimously.

With no further action after Executive session, the meeting of the Board of Trustees was adjourned at 7:23 p.m. The Board of Trustees next meeting is March 17, 2016 at 4:00 p.m. in the Montaukett Learning Resource Center, on the Eastern Campus in Riverhead, New York.

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Respectfully submitted,  
Bryan Lilly  
Secretary