

**SUFFOLK COUNTY COMMUNITY COLLEGE
SUMMARY MINUTES OF THE BOARD OF TRUSTEES MEETING
CULINARY ARTS CENTER, RIVERHEAD, NEW YORK
JUNE 16, 2016**

The meeting was held on Thursday, June 16, 2016 at 9:00 a.m. at the Culinary Arts Center, in Riverhead, New York.

PRESENT:

Theresa Sanders	Chair
Jim Morgo	Trustee
Bryan Lilly	Trustee
Gordon D. Canary	Trustee
Paul Pontieri	Trustee
Dafny Irizarry	Trustee
Denise Lindsay-Sullivan	Trustee
Louis Petrizzo, Esq.	General Counsel
Alicia O'Connor	Deputy 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 Affairs
Suzanne Johnson	V.P. of Academic Affairs

The meeting of the Board of Trustees was convened at 9:11 a.m.

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

Chair Sanders moved onto the recognition of guests and thanked the AME President and AME representatives for being present. She then asked VP Christopher Adams to continue with the recognition of guests. VP Adams began by saying that there were from time to time situations that occur where the College has to rally in order to do some very difficult tasks. This past Monday was no exception when he received a phone call early in the morning that there was a situation on the Eastern Campus behind the Shinnecock Building. A vendor had hit a propane line and propane was leaking. VP Adams then asked Baycan Fideli, Director of Public Safety and Fire Safety and the Executive Dean of the Eastern Campus, Dr. Dorothy Laffin to finish describing Monday's events as they were present as the situation unfolded. Mr. Fideli reported that on Monday, June 13th at 7:30 a.m. Public Safety received the call that a contractor on Eastern Campus had run over a propane tank and the valve was leaking. The College's first officer on the scene, Officer Dowd quickly alerted the Fire Department. The College's Public Safety officers as well as Tony DeAngelis and Andy Zimmer from the Plant Operations department began creating a perimeter and kept individuals out of the building. Two classes were relocated immediately. The Director commended the work of the College's Public Safety

officers, Plant Operations and the Fire Department for a job well done in what could have been a very dangerous situation. When our propane vendor arrived, they started burning the propane off, the process to empty the tank took about 13 hours. Mr. Fideli thanked all of the crew members that assisted in emptying the tanks

Executive Dean Laffin, recollected the day and said the situation was handled in a calm, smart, and orderly manner. She thanked Paul Anderson, Kim Wargola and Adelle Terwilliger specifically for the exemplary efforts on that day. She also thanked and commended Public Safety, AME; the Faculty Association; and the Guild personnel that were there that day and worked together to ensure the safety of the campus.

Chair Sanders congratulated and thanked all the employees that worked so well as a team.

Chair Sanders asked Board Secretary Trustee Bryan Lilly to announce the slate of officer for the Board of Trustees and the Board of Directors for the 2016-2017 academic year. (Nominating Committee Chair Trustee Escorbores was not present) Trustee Lilly announced the slate for the 2016-2017 Board of Directors and Board of Trustees as Theresa Sanders for Chair, Jim Morgo for Vice Chair and himself for Secretary. Chair Sanders called for a motion to accept the slate of officers for the 2016-2017 academic year for both the Board of Director and the Board of Trustees. 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 Trustees meeting and convene the Board of Directors meeting at 9:22 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 9:40 a.m. Trustee Lindsay Sullivan so moved, Trustee Morgo seconded, and the motion was approved unanimously.

Chair Sanders requested a motion to approve the minutes of the May 19, 2016 Board of Trustees meeting. Trustee Morgo so moved, Trustee Lindsay Sullivan seconded, and the motion was approved unanimously.

Chair Sanders introduced Gail Vizzini, VP of Business and Finance to present the College Budget and Financial report. VP Vizzini reported the monthly financial projections for the 2015-2016 operating budget trends for revenue and expenditures are consistent with what was reported last month. In order to address the revenue shortfall in tuition, the College continues to control spending and exercise prudent fiscal management, in order to end the year in the black.

The County Executive issued his 2016-2017 recommended college operating budget on May 31st. It included a 2.5% increase in the County contribution, as was requested by the College. The Legislature Budget Review Office issued their report on June 10th and the College made a presentation to the Legislature's Education Committee on June 14th. VP Vizzini said she provided an overview of the College's operating budget and responded to the legislators' questions. The presentation was well received. She noted Legislator Monica Martinez, Chair of the Education Committee, complimented the College on the demonstrated cost savings, its marketing efforts, particularly the marketing efforts to retain students on Long Island. Legislator Martinez also made specific reference to the Legislative Five Year Budget Planning Committee which demonstrates that the Legislature, County Executive, and the College are all working together for the same goal. VP Vizzini reported that all members of the Education Committee unanimously agreed to cosponsor the resolution adopting the College Operating Budget with the 2.5% increase in the County contribution. The full Legislature will vote on Tuesday, June 21st.

VP Vizzini reviewed the resolutions regarding the monthly sponsor services payment, and the budget transfers. She said the monthly sponsor services payment is typically \$2.4 M that is paid to the County for employee health insurance. Since there is no meeting in July, the College is asking the Board to approve both May and June payments. She noted that similarly, the August meeting will have the July and the August payment.

The first budget transfer was to cover the cost for a new score board for the pool at the HSEC. The current score board no longer works. The second transfer of funds is to also replace two riding mowers on the Ammerman Campus. Trustee Pontieri asked VP Vizzini if there was any possibility of getting a corporate sponsor for the score board. VP Vizzini said she would discuss that with Neftali Collazo who is handling the purchase of the score board and would report back. The third budget transfer is for the College's membership fees for participation in the Achieving the Dream.

Chair Sanders thanked VP Vizzini for a great job done with the difficult task of preparing the budget and reporting on it.

Trustee Pontieri asked based on the summary report if there were some incidents over the last year that created the increase in worker's compensation. General Counsel Petrizzo said the increase was based on an audit by the County where they discovered that the College was not properly bill for the previous year.

Trustee Morgo thanked VP Vizzini for following up on the question that was brought up at the last meeting in regards to Achieving the Dream. The question of cost was raised, and he thanked for the detailed explanation on the summary report. Trustee Irizarry asked where the \$45,000 transfer for Achieving the Dream came from. VP Vizzini stated it came from light, power and water budget line to memberships. The College had a surplus in the light, power and water budget line due to the cost of oil and conservation measures.

Trustee Lindsay thanked and commended VP Vizzini and her team for the work that was done in the development of the Budget. She also thanked Trustee Morgo for the amount of work,

dedication and commitment that he puts forth in helping the College to work with the County and said both were very commendable.

Chair Sanders called for a motion for the approval of College Resolutions 2016.48 through 2016.55. Trustee Irizarry said she had a question pertaining to the Board's Travel policy. She said she liked that it was consistent with the College's travel policy, however her concern was for the Student Trustee, who might find it challenging to pay for a trip for professional development up front and then be reimbursed after. Deputy Counsel Alicia O'Connor explained that all of the fixed costs for a trip will be pre-approved and paid with the College's credit card for all Trustees. Expenses such as, registration fees for conferences, airfare, train fare, are considered fixed costs. Only expenses that cannot be fixed; such as taxicab fare, subway fare, need to be laid out by all the Trustees including the Student Trustee and then reimbursed upon the proper documentation. These costs are expected to be minimal. Trustee Irizarry thanked Deputy Counsel O'Connor for the explanation.

With no further questions, Chair Sanders called for the approval of College Resolutions 2016-48 through 2016-55. Trustee Irizarry so moved, Trustee Pontieri seconded, and the motion was approved unanimously.

RESOLUTION 2016.48 - 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 \$2,484,298.33 for the month of May 2016 (Attachment I) and \$2,227,848.92 for the month of June 2016 (Attachment IA) is hereby approved by the Board of Trustees.

RESOLUTION NO. 2016.49 - Awarding a Construction Contract for the Installation of a Rooftop HVAC System for the Montaukett Learning Resources Center on the Eastern Campus

WHEREAS, capital project No. 2189 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 installation of a rooftop HVAC system on the Montaukett Learning Resources Center were solicited and opened on May 12, 2016, and

WHEREAS, these bids were reviewed and the qualifications of the lowest responsible bidder were evaluated by the College and the Engineer of Record, be it, therefore

RESOLVED, that the College President, or his designee, is authorized to enter into a contract, upon such terms and conditions as shall approved by the College General Counsel, with JNS Heating Service, Inc. in the amount of \$313,800 for the installation of a rooftop HVAC system on the Montaukett Learning Resources Center on the Eastern Campus.

RESOLUTION NO. 2016.50 - Accepting a Grant Sub-Award from the Research Foundation of CUNY on behalf of York College, for a NASA New York State Grant Community College Partnership Program

WHEREAS, Suffolk County Community College has received a grant sub-award in the amount of \$11,175 from The Research Foundation of CUNY on behalf of York College, for a NASA New York State Grant Community College Partnership Program, for the period of September 19, 2015 through September 18, 2016, and

WHEREAS, this program is a Science, Technology, Engineering, and Mathematics (STEM) mentoring partnership in New York State with the mission to increase the number of community college and technical school students that complete their degrees and/or transfer to a four-year college, and

WHEREAS, matching funds are not required, and

RESOLVED, that a grant award, in the amount of \$11,175, from The Research Foundation of CUNY on behalf of York College, for a NASA New York State Grant Community College Partnership Program, for the period of September 19, 2015 through September 18, 2016, is hereby accepted, and the College President, or his designee, is authorized to execute a contract, upon such terms and conditions as shall be approved by the College General Counsel, with the administering agency.

Project Director: Sharadha Sambasivan

Note: No full-time personnel

RESOLUTION NO. 2016.51 - Accepting a Grant Award from Empire State Development for the Suffolk County Community College/Office for New Americans Project “Starting Your Own Business Seminar”

WHEREAS, Suffolk County Community College has received a grant award in the amount of \$4,500, from Empire State Development for the Suffolk County Community College/NYS Office for New Americans Project entitled, “Starting Your Own Business Seminar,” for the period of January 1, 2016 through December 31, 2018, and

WHEREAS, the NYS Office for New Americans helps new Americans fully participate in New York State civic and economic life, and seeks to harness the entrepreneurial spirit of new Americans by offering the support necessary for them to start their own businesses in New York, and

WHEREAS, the College’s Entrepreneurial Assistance Center will conduct “Starting Your Own Business Seminars” in Spanish/English two times a year at both the Central American Refugee Center and Make the Road New York (MRNY) in Brentwood, New York, and

WHEREAS, matching funds are not required, be it therefore

RESOLVED, that a grant award in the amount of \$4,500 from Empire State Development for the Suffolk County Community College/Office for New Americans Project, “Starting Your Own Business Seminar,” for the period of January 1, 2016 through December 31, 2018, is hereby accepted, and the College President, or his designee, is authorized to execute a contract, upon such terms and conditions as shall be approved by the College General Counsel, with the administering agency.

Project Director: Daphne M. Gordon

Note: No full-time personnel

RESOLUTION NO. 2016.52 - Authorizing A Waiver of The Application Fee for Dowling College Students

WHEREAS, on May 31, 2016, Dowling College announced that it would be ceasing operations due to financial difficulties, and

WHEREAS, Suffolk County Community College wishes to extend to students currently enrolled at Dowling and/or students accepted for admission to Dowling the opportunity to apply for admission to Suffolk County Community College without having to pay an application fee, and

WHEREAS, in accordance with the Bylaws of Suffolk County Community College, on June 1, 2016, the Executive Committee of the Board of Trustees authorized that the \$40 application fee required for admission to Suffolk County Community College be waived for students currently enrolled at Dowling and/or students accepted for admission to Dowling, pending confirmation of the full Board of Trustees, be it, therefore

RESOLVED, that, effective June 1, 2016, the \$40 application fee required for admission to Suffolk County Community College be waived for currently enrolled students of Dowling College and /or students accepted for admission to Dowling College, and be it further

RESOLVED, that this fee waiver shall remain in effect until December 31, 2016.

RESOLUTION NO. 2016.53 - Accepting a Grant Sub-Award from the Research Foundation for the State University of New York on Behalf of the Office of Community Colleges and Office of the Education Pipeline for a Project Entitled “Scaling Quantway/Statway in the SUNY System”

WHEREAS, Suffolk County Community College has received a grant sub-award in the amount of \$20,000 from The Research Foundation for The State University of New York on behalf of the Office of Community Colleges and the Office of the Education Pipeline for a project entitled “Scaling Quantway/Statway in the SUNY System,” for the period of July 16, 2015 through June 30, 2018, and

WHEREAS, this program will provide funding to compensate a faculty lead on each campus, as well as a faculty trainer of mathematics tutors on the Quantway methodology to support students in developmental mathematics, and

WHEREAS, matching funds are not required, and

RESOLVED, that a grant award in the amount of \$20,000 from The Research Foundation for The State University of New York on behalf of the Office of Community Colleges and the Office of the Education Pipeline for a project entitled “Scaling Quantway/Statway in the SUNY System,” for the period of July 16, 2015 through June 30, 2018, is hereby accepted, and the College President, or his designee, is authorized to execute a contract with the administering agency.

Project Director: Paul Beaudin, PhD

Note: No full-time personnel

RESOLUTION NO. 2016.54 - Adopting a Travel Policy for the Board of Trustees

WHEREAS, members of the Board of Trustees of Suffolk County Community College are encouraged to travel, within approved appropriations, to conferences and events when the purpose of such travel is related to official College business, and

WHEREAS, guidelines are needed to facilitate Board members’ participation in such travel, and to ensure compliance with proper accounting and record-keeping principles, be it, therefore,

RESOLVED, that the Board of Trustees Travel Policy, attached hereto as Attachment II, be, and the same, hereby, is adopted, and be it further

RESOLVED, that such policy shall be effective as of June 16, 2016 and applicable to all travel approved subsequent to such date.

RESOLUTION NO. 2016.55 - 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.

The Chair moved to the committee reports, starting with Student Success. Trustee Lindsay Sullivan had not attended the meeting, so Chair Sanders and Trustee Irizarry presented the report. The Chair said the committee examined in detail the Quantway program and the student support services the College offers, particularly as it pertained to developmental courses and preparing the students to compete and do college work. Also discussed was the accomplishments of the College's athletic teams, and how they are showcasing the College and really improving its brand, not only locally, but nationally as they travel and compete.

Chair Sanders reported the committee had discussed the Association and the Association Budget to make sure they understood that budget. She said Barbara Hurst gave a presentation on how the budget is monitored which is important because the Trustees are responsible for governance.

Trustee Irizarry added that Professor Beaudin spoke about the status of the Excelsior Program and the early intervention program across Long Island, and how the College is advancing with it, in line with the institutional goal to partner with the K- 12 system. She stated that in the years she has been associated with the College, it has grown tremendously.

Chair Sanders asked for the Governance Committee report. Trustee Canary stated they met on June 7, with himself, Chair Sanders, Trustee Pontieri, Alicia O'Connor, and Gail Kenehan as recording secondary, present. He said Deputy Counsel O'Connor stated that, in reference to the creation of a Board of Ethics for the Trustees, a list of contacts from various bar associations and law schools had been created, and a letter was being generated to be sent to the various

institutions in the very near future asking for suggestions and recommendations for candidates for consideration to the Board.

Trustee Canary continued, stating the committee had continued discussions regarding establishing the policy for private outside entities which request College support for activities that may require College resources. He said Ms. O'Connor had explained the policy is a work in progress, being very comprehensive, and would take some time to get it done right. He said they are looking at occurrences that come to light almost every week that the College would want to try to cover under this new policy. Items under discussion included facility use for private events, not allowing the College to gift services to private entities, ensuring that requests for research and services help advance the College's mission, and the need for across-the-board transparency for everyone making a request, with a letter to be created explaining the mission and including an itemized breakdown of expenses. Also discussed were some of the more complicated items such as whether a not-for-profit fee could be created wherein the College would only charge for the actual expenses incurred, and adding language to the policy giving the Board the ability to waive some of the fees in very special circumstances, such as those pertaining to military funerals or memorials.

Trustee Canary added that they had also discussed the final changes to the travel policy, which had since been voted on. He announced the next committee meeting would be August 9 and invited anyone to sit it.

Chair Sanders stated there was no Student Trustee report, but wanted to acknowledge the presence of the incoming Student Trustee, Christopher North, who would be joining the Trustees officially next month. She asked for the Facilities Committee report.

Trustee Lilly reported that the committee had a meeting scheduled with an outside vendor whose proposal would be discussed at a future Board meeting. He gave updates on some of the properties where work is in progress, stating that electrical power is being run to the Auto Tech building for its new lifts, that precast concrete planters have been removed and roofing work at the Riverhead Building is scheduled to start next week, and that all the paperwork required for the CO has been submitted to DPW for the LIU building. Other updates included the completion of a survey on the walkway and stairway renovations on the Ammerman Campus, with the designer working on a preliminary report; the completion of the work on the campus warehouse at Ammerman; completion of paving at the Ammerman Campus lots A8, B, C, D and E, with striping underway; a report about the propane leak on the Eastern campus; and the progress on the RFP to select the design firm for the STEM building, which was submitted to purchasing and expected to be advertised the following week. He said he and Trustee Canary hoped to present the proposed project to the Board at the August meeting.

The Chair called for the Budget Committee report. Trustee Morgo stated they had not met since the last Board meeting but wanted to acknowledge the progress that was being made on the budget discussions. He commended Gail Vizzini and John Bullard and the entire administration for being so responsive, commenting that the process was very positive and free of the rancor of past years, with a real spirit of cooperation. He said however, nothing is black or white, and the down side was that tuition was raised, and the College did have to go into the reserves. He

acknowledged the Presiding Officer's creation of the Budget Committee to look at a five year plan and stated that the good work in that committee got the College to where it is. He also commended the Deputy County Executive, John Schneider, who was instrumental in going back and forth, as well as Legislator Martinez, and Trustees Lindsay Sullivan and Escorbores for being active members of the committee.

Trustee Morgo stated the committee would probably meet again in August, and then in October, an important meeting because then the census figures for the fall term would be out. He said the committee decided that meeting only in January and June was no longer an option, and thanked Chair Sanders for coming to the meeting. Trustee Lindsay Sullivan asked when the next County meeting would take place, and Trustee Morgo replied that the County suspended that meeting while the Budget Review Officer was going over the budget for the legislature, so he thought they probably would not meet until their budget is finalized in the fall.

Trustee Irizarry asked for a follow up regarding the meal plan on the decision to assess the situation at the end of the year and make recommendations. Trustee Morgo replied that would be addressed when the committee meets in August. Trustee Canary thanked the budget committee for their great effort, and announced that the County Legislature would be addressing the resolution on June 21. He suggested the committee go to the Legislature meeting and state for the record the College so appreciates the County Legislature's cooperation in working on this resolution. Trustee Morgo asked Ms. Vizzini if that was already stated when she presented on the budget at the Education Committee meeting. Ms. Vizzini replied that she certainly thanked the Education Committee for their support and did make it clear the College appreciates the new spirit. Trustee Morgo said going to the Legislature was a good suggestion. Trustee Morgo added that he wanted to commend Ben Zwirn for his presence at the Legislature, where he does a phenomenal job and commands the respect of all 18 members.

Chair Sanders commented that she liked Trustee Gordon's idea and that the Trustees should make an effort to be present to show support, perhaps taking a page from AME and perhaps handing out shirts. She called for the Advocacy Committee report; Trustee Pontieri said he had nothing to report.

Chair Sanders announced she would combine her Executive Committee remarks with her Chair's report since they were tied together. She started by acknowledging the resignation of Trustee Anne Shybunko-Moore, who is pursuing professional endeavors, and who committed to the Chair personally and by letter to the Board that she will continue to work on behalf of the College in her newfound roles to bring resources back for the residents of Suffolk County. She said the College is lucky to have had her, and that she would still be a presence in her new roles.

The Chair went on the record to acknowledge the excused absence of Trustee Escorbores. She acknowledged again the work of the Budget Committee, and thanked Trustee Morgo for his leadership of the subcommittee, Ben Zwirn for his part in it, the administrators, Ms. Vizzini, and Mr. Petrizzo for advocating for the students and for finding a way to meet everybody's needs during the tough economic times and the difficult process.

Chair Sanders discussed the closing of Dowling College, saying she was proud that Suffolk County Community College stepped up to the plate very quickly, and supported the County Executive in a press conference to help relieve the anxiety, then hosted an open enrollment transfer forum for students and their families. She said administration did a great job and, while the College didn't resolve everyone's issues, it was important to be at the core and bring the students and their families together with the College as a real community. The Chair said that with colleges from all over stepping up to help, Suffolk is not sure how it will play out but she went on record to thank everyone involved for stepping up and giving a good, positive response.

Trustee Lindsay Sullivan asked if the College was able to quantify how many students it enrolled as a result of the Dowling issue. Dr. Adams answered at this point he could only give some preliminary numbers, with about 25 applications, but that the banner system would designate Dowling students and track what the yield will be by the end of August. Dr. Adams explained that doing the transfer fair in partnership with the County Executive was more for a community service aspect. Trustee Morgo commented that was probably because many of those students were beyond their second year, and Dr. Adams agreed. Chair Sanders pointed out that the College needs to prepare for the second wave, when Middle States comes to Dowling in June, because if their news is not positive the students may be forced again to make decisions and the College may get a second wave of enrollment.

On the subject of response, the Chair publicly thanked Mr. Petrizzo and Ms. Wickliffe-Campbell for keeping her informed regarding the earlier gas leak, important because of the potential for creating a local safety issue. Trustee Canary suggested a post incident review to see how safety measures and communications worked out. Dr. Adams informed him that in fact the entire team met the day before to discuss the communication response, and examined what did and didn't work well to make improvements, with a report to follow. Trustee Canary said he would be interested in seeing that report when it was ready. Dr. Laffin stated that was already being worked on at the Eastern Campus, not only to ensure that the response teams keep up the good work but to do an even better job if possible. She said she would send a report. Trustee Canary added, from his perspective on the Facilities Committee, also to make sure something like this doesn't happen again. He said he did not know the details but would be interested in the reports.

The Chair announced that the American Community College Trustees Association will have another training in October. She encouraged the Trustees to start planning right away under the auspices of the new travel policy to get the best rates and be very cost effective with travel. She said at least two trustees expressed interest in traveling to the conference.

The last item on the Chair's report addressed the tablets and tablet training as the Board and the College move toward going paperless. She said the Trustees should encourage each other to utilize the tablets in the meeting, and acknowledged that it is hard (in fact, her tablet had died because she had failed to charge her battery) and perhaps there should be one or two paper back-ups at the August meeting, but asked all Trustees to be sure to bring their tablets and to start using them. She reminded those who had not yet done the training that the tech group was available to talk at the end of the meeting. She said would ask each committee person to contact

Ms. Wickliffe-Campbell to be sure those subcommittee meeting minutes get uploaded to the site, including presentations, whatever the mechanism was going to be.

Chair Sanders moved on to the President's report. General Counsel Petrizzo stepped in and spoke on behalf of President McKay as he was on vacation and would be returning Monday, June 20th. Mr. Petrizzo stated that for the President's report a presentation from Dr. Paul Beaudin would be given.

Dr. Beaudin discussed the three basic programs that the College is running now with county high schools. The first is the Excelsior Program, in which college courses are taught in the high schools and are vetted by the College's academic chairs. The faculty in the high schools who teach the courses are also approved by the College's academic chairs. Under the direction of Debra Wolfson, the College will have 42 high schools involved in the Excelsior Program this September, three years ago there were only 27. In the coming year, the College will have two Nassau County high schools who will be part of our Excelsior Program as well. Currently, Nassau County Community College does not run in a concurrent enrollment program so it is great that the College can provide this service in Nassau County as well.

In addition to that program, the College has an Early College Program which is a high school honors program. Starting next year, students can come to one of our three campuses and take college level courses. These students have already taken the College Placement Exam, so they have met the enrollment requirements, most students are taking about six credits per semester.

Three years ago the College only had four high schools involved in Early College Program and next year the College will have 14 high schools involved. Dr. Beaudin commended Debra Wolfson for her amazing work with high school principals and guidance counselors in support of the programs. He said that during the past year in 2015-2016, the Early College and Excelsior Program together generated 16,000 Suffolk County Community College credits, with about 600 FTEs.

Lastly, Dr. Beaudin reported that under the inspiration of Dr. Jeffrey Pederson and Trustee Denise Lindsay Sullivan at Hampton Bays High School, the College runs an Early Intervention program for students who are in need of assistance. As an open access institution, the College wants to meet the educational needs of every student who come to the College. However, the College also realizes that the more developmental placement classes a student is enrolled in, may impede his or her ability to graduate on time, which in turn, impacts our retention rate. The early intervention program allows the College to work with high school principals and guidance counselors to identify those students who might be at risk of developmental placement, and together come up with a program to help remediate these students while they are seniors.

Four years ago, Hampton Bays High School was the College's first high school involved in early intervention and the College is proud to report that next year it will be working with 20 Suffolk County high schools, impacting about 1,000 high school seniors.

McGraw Hill who is one of the College's educational partners will be offering free site licenses to any Suffolk County high school which wants to participate in this early intervention program.

The success at Hampton Bays has saved Hampton Bays' students and parents who have come to the College, a significant amount of money in developmental tuition that they are no longer going to have to pay.

Trustee Denise Lindsay Sullivan emphasized the important work that Dr. Beaudin has done for the last two years as the growth has been tremendous and significant. Almost 40% of the students in Hampton Bays come to Suffolk Community College. Four years ago, 68% of Hampton Bays' students were taking at least one developmental class which was not unique to Hampton Bays. Now after four years, putting in some culture shifts, curricular shifts, schedule shifts, Hampton Bays is down to less than 25%, which is just amazing. Trustee Lindsay further discussed the sense of urgency, need and importance for such program stating that if a student takes two or more developmental courses, there is a two percent chance of completing a two year degree. Even with those numbers, other partners in education and other school districts wouldn't listen. Trustee Lindsay Sullivan thanked Dr. Paul Beaudin for the work being done.

Trustee James Morgo asked several questions about how high schools learned about the program and how high schools know this program is available and specifically, if Bayport-Blue Point District has been informed.

To address Trustee Morgo questions, Dr. Beaudin stated that he has contacted 100% of the principals in Suffolk County and has met with 55% of them, one also being Bayport-Blue Point high school. Trustee Lindsay Sullivan also concurred that Bayport-Blue Point have been informed about the program and are interested.

Dr. Beaudin explained that these schools are informed what developmental education is and how a student from their high school would be placed into a developmental course, providing the schools with statistics that the College has kept for every single Suffolk County high school over the last five or six years of developmental placement in Reading, in Mathematics, and in English. Dr. Beaudin further explained that he provides the stats on their particular school, he talks to these schools about some early warning signs of a student who might be a candidate for developmental placement and what can be achieved with early intervention. Hopefully encouraging the school to develop a program, modelled after much of what Trustee Sullivan has done in Hampton Bays for high school seniors.

Dr. Beaudin further discussed the Quantway Math Program, presented at the Board of Trustees meeting in February by Dr. Jerome. The program was developed by the Carnegie Foundation and mathematics educators around the Country, and is an initiative of college faculty and SUNY. Dr. Beaudin stated that in his experience, many high school seniors try to get out of mathematics as quickly as possible, some not as soon as passing the Algebra 1 Regents, which is the benchmark for getting a diploma in New York State. Therefore, approximately 50% of students coming to the College from county high schools are placed in one or more developmental math classes. The College has been given a \$20,000 grant for the start-up of the Quantway Math program. The primary purpose of the start-up is to make this course available to more students and develop quality faculty and tutor training. Twelve community colleges throughout New York State are part of this Quantway Math Group. The College has the largest number of students and sections

enrolled in Quantway Mathematics and in the upcoming year will be running 20 sections of the program.

In order to help with the ramp up, it was important to explain to counselors the impact of this particular math course. Dr. Beaudin introduced Paul Turano, a videographer who works for library services on the Eastern Campus. Dr. Beaudin asked Mr. Turano, with the help of Bridgette Young, a math professor to prepare a video explaining the program. Associate Provost of SUNY asked Dr. Beaudin to thank Mr. Turano personally for the excellent work done. Within one day of Mr. Turano posting the video on YouTube, the Carnegie Foundation has posted it on their site. It is the recommendation of the Associate Provost of SUNY to use this video for the ramp up for this program for other community colleges around the state.

Trustee Irizzary suggested that this type of initiative program be showcased at one of the conferences, such as ACCT or NYCCT, as it may be a great opportunity to share and show others the innovations that are going on at the College.

Trustee Canary questioned if the County Legislative Education Committee was aware of the program and suggested that if not they should be informed.

Mr. Petrizzo stated the College would arrange for Dr. Beaudin to present the program to the Education Committee.

Dr. Beaudin mentioned an article that was in Newsday about a number of outstanding high school students, one who was specifically highlighted, Krisch Cadmar, a senior at Bay Shore High School is part of the Early College Program. This student ranked number 3 out of over 400 students at Bay Shore High School and will be going to Baruch's Honor Program. One of the impacts of the Early College and the Excelsior Program is that 30% of the students who participate in Excelsior Program or Early College, will enroll as first time full time students and come back to the College at some point for follow up courses. Students who engage in a concurrent enrollment program like the Early College or Excelsior Program are more likely to be retained in College and more likely to graduate. As Debra Wolfson states, the College is putting an amazing bridge between high school and College. These programs provides not only support for students, but it also a smooth transition into the College.

Trustee Morgo asked if Dr. Beaudin would speak more about the Quantway Math program, the video and if there were any sense of licensing. Trustee Lindsay-Sullivan also asked if some money could be received.

Dr. Beaudin answered that the video of the Quantway is a nine minute video demonstrating the shift in pedagogy in a Quantways Math classroom, in order to answer the questions and concerns of high school students sitting in a math class. It is quite different from instructional modalities used wherein it starts with a scenario. Therefore, engaging the students very early on to know the importance of for example, the slope of a line.

Mr. Petrizzo answered Trustee Morgo's concern of licensing stating that YouTube is a public domain.

Chairwoman Sanders thanked Dr. Beaudin for his report and presentation. She further noted the College's economic impact with students and families. Saying that students don't realize that using financial aid for the developmental courses can become a real financial issue.

Dr. Beaudin thanked Chairwoman Sanders for making that point and stating that a number of the high school guidance counselors understand that and are really concerned about making sure that a student's PELL money, loans or family finances will last all the way until senior year.

Chairwoman Sanders agreed and concluded by thanking Dr. Beaudin for his great work.

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Chair Sanders moved on to the Round table. Trustee Lindsay Sullivan shared that she has been working on an initiative to get manufacturing career and technical education into her high school, and that she'd had a brainstorming session with a not-for-profit contact and they would be meeting at the College the following Friday. She also spoke about how the visits to the College by the high school students were so important, and said her eighth grade son had benefitted, gaining the perspective to know that getting into the smaller setting of the College would be good for him, and that he was already focused on what he wanted to be. She emphasized that the work Dr. Adams is doing with getting the K-12 kids on the campuses is definitely going to pay off in the end, and she thanked him for that.

Trustee Morgo asked if there was any progress in the College's efforts at recruiting Suffolk residents going to out-of-county community colleges. Dr. Adams replied they had sent the first mailing out back in May, and would be doing a second one in July, and would continuously keep it up once the College gets the list from the County. Trustee Morgo asked if there had been any responses from the main mailing, and Dr. Adams answered there really haven't been a lot of responses. He said he suspects a lot of those students, not so much the Nassau ones but the ones upstate, are close to graduating and most likely would not want to come back to Suffolk at this point. But he noted that the College is continuing to make that push and Trustee Morgo agreed it was important.

Trustee Irizarry also thanked the College, and especially Dr. Adams, for the students' visits to the College. She reported that many students from the Central Islip Middle School had the opportunity to visit the Grant Campus, and afterwards many of them wrote letters of appreciation and gratitude for their experience. She said the principal expects them to plan their future, and one of the questions they are asked is what college they are planning to attend. She said many of them did not have a clue, but after the visit, they had more of a degree of awareness and motivation to start thinking about college and to start planning for their economic future.

Trustee Irizarry also spoke about her opportunity to bring 10 high school English language learners to the College's open house last spring, and how the students gained a tremendous amount of knowledge and an interest in learning more about the college experience and the application process. She said Dr. Adams was working with her to bring those students back from July 5 to July 8 and help them with, for example, filling out a college application, a financial aid application, visiting a class, and other activities that might help them make the transition from high school to college. She added that these students will be the first in their families to graduate

high school, and their parents don't always have the language or the knowledge to assist them in the process, so it was a great opportunity for the College to serve the community.

Trustee Lilly also commended Trustee Lindsay Sullivan on all her work, and said his ninth grade daughter had also brought up the importance of a smaller, less intimidating setting for entering college, saying she did not like the size of Stony Brook, a very large institution, where her brother is going to college. He agreed it was a great idea to show kids that at Suffolk County the class sizes are small.

Trustee Lilly also mentioned the recent instability at Dowling College and their issues with Middle States, noting that Nassau Community College also has issues with Middle States. He asked Dr. Adams if there has been any push by the College to attract those students. Dr. Adams replied that in fact the College hosted a breakfast in Nassau County a few days after commencement, with Dr. Beaudin, the College Director of Athletics, and Dr. Diaz and members of the Foundation all there to talk about scholarships and push the envelope on that issue. He added that, thanks to a great concept by VP Araneo and Drew Fawcett, the Associate Dean for Institutional Advancement, the College also had an opportunity at the WBLI Summer Jam at Jones Beach. He said they were there for about four hours on Saturday afternoon giving out cards, getting names, e-mail addresses and telephone numbers and doing a raffle. In addition the College was able to upgrade some attendees' seats for the concert, and Suffolk was predominantly displayed on the big screen, as well as with all the giveaways with the Suffolk brand on them. He said it was a great synergy and another opportunity for the College to market in Nassau County.

Dr. Adams also reported that the College did a Newsday note ad campaign, and would continue doing that throughout the summer, and that at the very least, the message would deter Suffolk residents from going to Nassau Community College because Suffolk has a better institution and has a lot more to offer.

VP Araneo pointed out that the College is taking advantage of the technology that's available to speak to the students where they live and through the means that they communicate amongst themselves. She said part of the process is a program with Nassau Community College that will target messaging onto the site and footprint of Nassau County Community College, so when the students are on their mobile device, an ad pops up from the College, which with a click can take them right into either the website or the College's 'enroll now' site.

Trustee Lilly suggested that with Suffolk County Community College being now recognized as the number one junior college in the country athletically, offering nearly every program except football and wrestling, it might be a good recruitment tool to take the lead of the Michigan coach, Jim Harbaugh, and do satellite practices off campus. Dr. Adams emphasized that it is the partnership, working very closely with the campuses, the executive deans, the directors of admission, the volunteers, and the great synergy that works to make sure everyone is on the same page about making sure it is all about bringing students to Suffolk Community College.

Chair Sanders asked Dr. Diaz to speak about the upcoming golf tournament. Dr. Diaz announced that the Foundation would be hosting its annual golf event at the Hamlet again this year, on

August 22. She said they were excited to have as this year's honoree a Suffolk alum, who has given so much back to the College, Kevin O'Connor, who also spoke at the College's commencement ceremony. She said the committee is working hard to ensure a great event and encouraged everyone to attend. Chair Sanders agreed, stating this is how the Foundation raises scholarship money.

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

The Board of Trustees was adjourned at 10:52 a.m. The Board of Trustees next meeting is August 18, 2016 at 9:00 a.m. in the Lecture Hall of the Health, Sports and Education Center, on the Michael J. Grant Campus in Brentwood, New York.

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Respectfully submitted,
Bryan Lilly
Secretary