

SUFFOLK COUNTY COMMUNITY COLLEGE
SUMMARY MINUTES OF THE BOARD OF TRUSTEES MEETING
MILDRED GREEN ROOM, BABYLON STUDENT CENTER
AMMERMAN CAMPUS, SELDEN, NEW YORK
APRIL 20, 2017

The meeting was held on Thursday, April 20, 2017 at 9:00 a.m. in the Mildred Green room of the Babylon Student Center, on the Ammerman Campus in Selden, New York.

PRESENT:

Theresa Sanders	Chair
Jim Morgo	Vice Chair
Bryan Lilly	Trustee
Gordon D. Canary	Trustee
Denise Lindsay Sullivan	Trustee
E. Christopher Murray	Trustee
Gemma deLeon-Lopresti	Trustee
Christopher North	Student Trustee
Shaun L. McKay	President
Louis Petrizzo, Esq.	General Counsel
Alicia O'Connor	Deputy General Counsel
Ashley Pope	Deputy 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 Affairs
Suzanne Johnson	V.P. of Academic Affairs

The meeting of the Board of Trustees was convened at 9:10 a.m.

Chair Sanders welcomed everyone; the Pledge of Allegiance was led by Trustee Gordon Canary. Trustee Canary then asked for a moment of reflection for the recent murders of young Latinos in the community and asked for Suffolk County community to come together and work together to stop the senseless loss of life in the community.

Chair Sanders thanked Trustee Canary and moved forward with the recognition of guests. She thanked and recognized all the students that were in attendance.

Chair Sanders called for a motion to adjourn the Board of Trustees meeting and convene the Board of Directors meeting at 9:15 a.m. Student Trustee North so moved, Trustee deLeon-Lopresti 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 9:20 a.m. Trustee Canary so moved, Student Trustee North seconded, and the motion was approved unanimously.

Chair Sanders requested a motion to approve the minutes of the March 16, 2017 Board of Trustees meeting. Trustee Lindsay Sullivan so moved, Student Trustee North 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 that the outside auditors have completed the Financial Statements which were before them as Resolution Item 5 for their approval. The electronic version was uploaded to the portal and hard copies would be made available upon request. She said she was pleased to report to the President and the Board of Trustees that, once again, the College has received an “unqualified opinion” indicating that the College is in compliance with all applicable accounting principles and practices. Similar to last year, all financial transactions are authorized, timely and accounted for in the proper period. As a result of their audit, the independent auditors noted no matters that resulted in any weaknesses in internal controls or noncompliance with laws and regulations that would materially affect the Financial Statements. Therefore, there was no need for a management letter as no findings rose to that level. VP Vizzini then expressed her sincere thanks and appreciation to Associate Deans of Financial Affairs Sara Gorton and John Bullard for their professionalism in assuring that the College's financial house is in order.

In regard to the current operating budget 2016-2017, VP Vizzini said similar to her report last month, enrollment was less than anticipated for this year's budget and as a result we are projecting a revenue shortfall in State aid, tuition and fees of \$1.7 million for the year. The College is confident it can mitigate the shortfall by continuing to monitor and control expenses. The College continues to see surpluses in light, power and water because of its energy conservation efforts as well as savings in the building rental lines, salaries and certain employee benefit lines.

VP Vizzini then reviewed Resolution Item 2. The Resolution includes one budget transfer, which transfers \$30,000 within the Institutional Advancement budget to provide for marketing support to introduce and meet enrollment projections for two new degree programs, specifically Cybersecurity and Physical Education, which are scheduled to begin fall 2017.

She then moved on to Resolution Item 6, the operating budget request for 2017-2018. VP Vizzini said the Budget & Finance subcommittee had deliberated extensively and recommended Item 6 be approved by the full Board. The Budget & Finance subcommittee directed that the operating budget be prepared based upon the \$50 increase in State aid, a \$100 annual increase in tuition and a 2.5% increase in the County contribution. Although expenditures were held to a .67% increase, those revenue projections are not enough to balance the operating budget. Therefore, the resolution would authorize the College to use \$6.3 million from the College reserve fund. She added that Resolution Item 7 is the tuition schedule which reflects the \$50

increase per semester. She then deferred to Trustee Morgo, Chair of the Budget & Finance subcommittee, to further explain the information on the operating budget.

Trustee Morgo began by commending VP Vizzini for her job in getting the College a clean audit, with no management letter or discrepancies. He then thanked all the Trustees for being present at the meeting since they would be deliberating on the operating budget, and also thanked the students present. He then reported that the Budget and Finance committee has been meeting extensively since January, and noted that going forward they will be meeting monthly all year so that they can take a really detailed look at the operating budget. Since the last meeting the committee has met twice, and they met with the Legislative Committee on the College's five year budget plan on April 3. The Budget and Finance committee had an extensive meeting on April 10th and also met earlier today before the board meeting.

Trustee Morgo said there just weren't any good choices. They only have limited control over funding sources and only two sources that could help bridge the gap and that they were student tuition and the use of the reserve fund balance. He said the committee vetted and analyzed the budget, demanding a lot of data from administration, and VP Vizzini. The committee insisted that this year there would be no increase in tuition or at most a very moderate increase, noting that since 2013 they had to increase tuition by 18.2%. No one liked doing that; however, it was something that had to be done.

Trustee Morgo reported that the State contribution was only \$50 per FTE; 50% less than they had expected and the lowest the State has come through with since 2013-2014, which was disappointing. He noted it was hard for him to be that disappointed with the local representatives, given that they assisted with the \$4 million shortfall for the Health and Wellness Center on the Eastern campus. The State came through expeditiously with \$2 million.

Trustee Morgo said the Budget and Finance committee were recommending a 2.5% increase in the County's contribution, which is consistent with what the County has done over the last three years. He added this would result in the County contributing more than the State, and the State is in better financial shape than the County. However, he said unlike the State, the College is not one of 30 colleges, the College is the County's only College, and he believes that the County Executive and the County Legislators value the College. So he is hopeful and optimistic that the County will meet the 2.5% increase.

Trustee Morgo then reported that expenditures are only up 0.67% due to numerous budget cutbacks and savings. The committee is recommending no increase in student fees. He then reviewed page 10 of the executive summary "Bridging the Gap". There was a \$10.5 million gap. The operating budget without grants is \$217,523,458; with grants its \$220,882,036. The committee recommends authorizing the College to use \$6,286,043 of the reserve fund, noting that this is the most the board has ever authorized. This will leave the reserve fund with a balance of \$15 million, which is under 10% percent of the operating budget the amount recommended by Middle States. The committee recommends keeping the tuition increase to \$100 per year, \$50 a semester, a 2% increase. They wanted it flat, but that was impossible. This brings the full time tuition to \$4,880.

Chair Sanders thanked and acknowledged Trustee Morgo and the committee for their work and time spent on the operating budget.

Trustee Canary thanked Trustee Morgo and the committee members as well, and asked how the Excelsior Program additional monies that are going to be going into the SUNY and CUNY system will filter down to the College. Trustee Morgo replied that at the committee's April 10th meeting they went over the Excelsior Program. They concluded that because of the requirements, it will only effect about 10% of the College's students. Trustee Morgo then asked if any of the committee members had anything to add to the committee report.

Trustee Murray said he echoed what Trustee Morgo had already said, the committee was really hoping not to have to raise tuition and they were disappointed in the State contribution coming in lower than expected. He noted there is concern with regard to use of the fund balance and it being down to 7%, however there was a policy determination that they wanted to try keep down the increase in tuition. He added the committee is going to be diligent going forward and try to work with the administration to get as much savings as possible going forward. He said he appreciated Trustee Morgo's leadership and they did the best they could.

Trustee Lindsay Sullivan addressed the students in the room and said she wanted them to know that every Trustee on the Board was there with a passion to ensure that they get what they need in order to be successful in life. She told them she is currently an Assistant Superintendent in a school district and an alum from Suffolk County Community College and was proud to serve as a Trustee. She said the Trustees do not take any of this lightly, and raising tuition is the last thing that they wanted do to but at the same time they have a fiduciary responsibilities. Otherwise, they can't give the students the quality education they deserve and are entitled to.

Student Trustee North said he agreed with what had been said already and was proud to serve as Student Trustee representing the students and thanked Chair Sanders, Trustee Morgo, Dr. McKay and Dr. Adams for their leadership.

Chair Sanders called for a motion for the approval of College Resolutions 2017.26 and 2017.27. Trustee Morgo so moved, Student Trustee North seconded, and the motion was approved unanimously. Chair Sanders then called for a motion for the approval of College Resolutions 2017.21, 2017.22, 2017.23, 2017.24, 2017.25, 2017.28, 2017.29 2017.30. Trustee Lindsay-Sullivan so moved, Student Trustee North seconded and the motion was approved unanimously.

RESOLUTION 2017.21 - 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 \$2,308,037.97 for the month of March 2017 (*Attachment I*) is hereby approved by the Board of Trustees.

RESOLUTION NO. 2017.22 - Approving Budget Transfers

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

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

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

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

RESOLUTION 2017.23 – Approving the Renaming of The Suffolk Center on the Holocaust, Diversity & Human Understanding

WHEREAS, the Board of Trustees previously authorized the incorporation of The Suffolk Center on the Holocaust, Diversity & Human Understanding, Inc. (“Center”), and

WHEREAS, the Center was incorporated in March 2003 under the New York State Not-for-Profit Corporation Law by filing a Certificate of Incorporation with the New York Department of State, said Certificate of Incorporation reflecting the Center’s name as “The Suffolk Center on the Holocaust, Diversity & Human Understanding, Inc.,” with the College as the sole member of the corporation, and

WHEREAS, the Center’s Board of Directors, by a unanimous vote of a quorum of its members on March 24, 2017, has recommended to and requested that the Board of Trustees rename the Center the “Center for Social Justice and Human Understanding, Inc.,” be it therefore

RESOLVED, the Board of Trustees hereby approves the renaming of The Suffolk Center on the Holocaust, Diversity & Human Understanding, Inc. to the “Center for Social Justice and Human Understanding, Inc.,” and be it further

RESOLVED, the College is hereby authorized and directed to take such further action as may be necessary to effectuate such name change, including drafting a Certificate of Amendment of

the Center's Certificate of Incorporation in accordance with the New York State Not-For-Profit Corporation Law for the review of the Board of Directors and the Board of Trustees to: (a) change the Center's name to "Center for Social Justice and Human Understanding, Inc."; (b) modify the purposes of the Corporation as may be necessary or advisable to reflect the Center's mission and programming goals; and (c) make such modifications to the Certificate of Incorporation as the College may deem necessary based on the advice of legal counsel or as may be required by any governmental agency or judicial body in order to comply with applicable law, and be it further

RESOLVED, the College is hereby authorized to obtain all governmental agency approvals and/or consents or waivers thereof required to file a Certificate of Amendment with the Secretary of State.

RESOLUTION NO. 2017.24 - Amending the College Operating Budget to Reflect an Increase in the Grant Award for the Liberty Partnerships Program

WHEREAS, the Liberty Partnerships Program (LPP) at Suffolk County Community College represents a cooperative effort between the College and the Longwood Central School District to provide a unique, comprehensive and supportive environment for at-risk students, and

WHEREAS, the LPP is funded by a grant from the New York State Department of Education, and

WHEREAS, the 2016-2017 College operating budget provides \$456,040.00, including indirect costs, in anticipation of a grant award from the New York State Department of Education for the LPP, and

WHEREAS, the award is to be increased in the amount of \$41,445.00, including indirect costs, bringing the total amount of the grant award to \$497,485.00, including indirect costs, and

WHEREAS, no matching funds are required, be it therefore

RESOLVED, that the 2016-2017 College operating budget be amended to reflect an increase in the amount of \$41,445.00, including indirect costs, for the Liberty Partnerships Program, and be it further

RESOLVED, that the College President or his designee is authorized to execute any necessary documentation, including a contract amendment, as approved by the College General Counsel, with the New York State Department of Education, reflecting the increase in the grant award for the Liberty Partnerships Program.

Project Director: Nina Leonhardt

Note: No full-time personnel for amendment

In-kind contribution – none

RESOLUTION NO. 2017.25 – Accepting the Independent Auditor’s Report for the Fiscal Year Ending August 31, 2016

WHEREAS, the Suffolk County Community College contracted with the independent CPA firm, The Bonadio Group, to perform an annual audit of financial operations; and

WHEREAS, The Bonadio Group submitted an independent audit report to the College; and

WHEREAS, the Vice President of Business & Financial Affairs has reviewed the report and recommends that it be accepted; be it therefore

RESOLVED, that the Suffolk County Community College Board of Trustees accepts the audit report by The Bonadio Group for the fiscal year ending August 31, 2016.

RESOLUTION NO. 2017.26 - Approving the Budget for Suffolk County Community College for Fiscal Year 2017-2018

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

WHEREAS, Suffolk County Community College has developed its Operating Budget setting forth the budget total for the 2017-2018 fiscal year, and

WHEREAS, the 2017-2018 budget includes necessary amounts for meeting the operational needs of the College, and includes sufficient amounts for collective bargaining agreements, and

WHEREAS, the State commitment for base aid per full-time equivalent (FTE) has been increased by \$50.00 from \$2,697 to \$2,747 per FTE, and

WHEREAS, the College is submitting its Operating Budget for the 2017-2018 fiscal year to the Suffolk County Legislature and the Suffolk County Executive’s office as per the Memorandum of Understanding, and

WHEREAS, the Budget and Finance Committee of the Board of Trustees has carefully reviewed all the facts and circumstances attendant to the College’s proposed 2017-2018 Operating Budget, and after due deliberation, is in support of the determinations made herein,

WHEREAS, the College Board of Trustees is requesting an increase in County support of 2.5% or \$1,044,700 to the College for 2017-2018, and

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

WHEREAS, in order to balance this budget, the Board of Trustees has determined that it will be necessary to increase annual resident tuition by \$100, and

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

RESOLVED, that the Board of Trustees hereby approves an Operating Budget for fiscal year 2017-2018 in the amount of \$217,523,458 for operations and \$3,358,578 for grants, and be it further

RESOLVED, that the annual tuition charges will increase from \$4,770 to \$4,870 per year for full-time resident students and from \$199 to \$203 per credit for part-time resident students, and be it further

RESOLVED, that the 2017-2018 operating budget shall include a transfer from the Community College Fund Balance Reserve in the amount of \$6,286,043 and be it further

RESOLVED, that annual tuition and fees as provided in Resolution No. 2017.26 are to be included in the College budget for the fiscal year 2017 - 2018.

Total Appropriations: \$220,882,036

Operation Appropriations: \$217,523,458

Grant Appropriations: \$3,358,578

RESOLUTION NO. 2017.27 - Amending Resolution No. 2016.34, Adopting a Tuition and Fee Schedule for 2017-2018

WHEREAS, by Resolution No.2016.34 the Board adopted a Tuition and Fee Schedule for 2017-2018, and

WHEREAS, the College has reviewed its Tuition and Fees schedules and recommends that, with the following changes, the Tuition and Fee Schedule be approved for the 2017-2018 academic year, be it therefore

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

Full-time Students	Fall <u>2017</u>	Spring <u>2018</u>
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Tuition, Residents	\$2,435	\$2,435
Tuition, Non-Resident	\$4,870	\$4,870
Part-time Students	Fall	Spring
	<u>2017</u>	<u>2018</u>
Tuition, Residents (per credit)	\$203	\$203
Tuition, Non-Resident	\$406	\$406

And be it further

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

RESOLVED, that the student Tuition and Fee Schedule (*Attachment III*) is hereby approved and adopted for fiscal year 2017-2018.

RESOLUTION NO. 2017.28 - Approving a Major Change Order and Amendment to the Contract for the Construction of the Learning Resource Center on the Grant Campus

WHEREAS, Capobianco, Inc. was awarded a contract (“Contract”) to construct the Learning Resource Center on the Grant Campus, and

WHEREAS, work which was not anticipated under the terms of this contract or shown on the design drawings is required, consisting of an Area of Refuge, additional guide rail supports for the elevator, a relocated air intake for the boilers as required by National Grid, and installation and assembly of library and academic furniture, and

WHEREAS, at this stage of the construction the College estimates that sufficient contingency funding remains in the project budget, and

WHEREAS, including the additional work described herein increases the contract with Capobianco by more than thirty five thousand dollars (\$35,000.00), thus constituting a major change order as defined in 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 \$157,703.80 to the Contract with Capobianco, Inc. for additional work to be performed for the construction of the Learning Resource Center on the Grant Campus, is hereby approved, and be it further

RESOLVED, that the College President 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.

RESOLUTION NO.2017.29 - Awarding a Construction Contract for the Traffic Circle and Phase One Parking Lot Expansion on the Ammerman Campus

WHEREAS, capital projects CP2143, CP2149 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, public bids for the construction of the new traffic circle and phase one of parking expansion on the Ammerman Campus were solicited and opened on April 6, 2017, and

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

RESOLVED, that the College President or his designee is authorized to enter into a contract with Rosemar Contracting, Inc. in the amount of \$2,149,848 for the construction of the new traffic circle and phase one of parking expansion on the Ammerman Campus upon such terms and conditions as shall be approved by the College General Counsel.

RESOLUTION NO.2017.30 - Awarding a Construction Contract for the New Health and Wellness Center on the Eastern Campus

WHEREAS, capital projects CP 2120 and CP2153 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, public bids for the construction of the new Health and Wellness Center were solicited and opened on February 1, 2017, and

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

RESOLVED, that the College President or his designee is authorized to enter into a contract with Sea Crest Construction Corporation in the amount of \$20,950,600 for the construction of the new Health and Wellness Center upon such terms and conditions as shall be approved by the College General Counsel.

Chair Sanders moved to the committee reports. Trustee Morgo and VP Vizzini had just addressed the Budget and Finance Committee's work and recommendations for the operating budget, so the Chair moved to the Student Success committee. Trustee Lindsay Sullivan said the committee had not met and did not yet have a date for the next meeting; the Chair said they would announce it when it was scheduled.

Trustee Lilly reported for the Facilities Committee. He stated they met April 19th and discussed the proposal from the Rough Riders organization. At this point Trustee Morgo left the room and the Chair Stated for the record that he had recused himself from this part of the meeting. Trustee Lilly continued, reporting that the committee had gone over the pros and cons of the proposed project based on the questions, concerns, and opinions generated from the five presentations, the questionnaires, the public comments at the last BOT meeting, and the students' participation at a meeting in March. He commended Student Trustee North for organizing this student forum, which provided a different point of view and added to the discussion. He said the committee would make a presentation to the Board in executive session to discuss whether or not to go forward with the proposal. Chair Sanders thanked Trustee Lilly for soliciting input from all of the College's constituents and said the Board looked forward to hearing the details. Trustee Morgo returned to the room.

For the Governance Committee, Trustee Canary apologized for having to cancel two consecutive meetings due to his eye surgery, but announced a meeting would be rescheduled for May when the committee would be discussing the facilities use fee schedule. He reported that Ms. Vizzini would be giving an overview of the numbers and there would be further discussion based on that presentation. Chair Sanders said she would notify the Board members of the dates of each of the subcommittee meetings and encouraged everyone to participate. She moved to the Student Trustee report.

Student Trustee North thanked Dr. Adams for being an advisor for the Student Assembly Conference, noting that some of the students involved were present in the room. He also thanked Student Government for hosting an Earth Day cleanup around the Ammerman campus the day before. He reported the Phi Beta Kappa Honor Society on the Eastern campus was hosting a food pantry, collecting nonperishable goods, with 200 items donated so far. He said Student Government would be sponsoring a similar event as well.

The Chair asked for the Foundation report. Dr. Diaz reported the Foundation had also just completed their external audit, with no issues or findings and no management letter this year from the auditors. She stated the auditors had reported the Foundation's Financial Statement disclosures are neutral, consistent and clear, and said she was most pleased to have completed the audit in a good time frame. Ms. Diaz reminded everyone the May 4th Gala event at the Huntington Hilton honoring Randi Weingarten, the President of AFT, was just over two weeks away, and said her staff was working diligently on the event. She gave a special thanks to VP Mary Lou Araneo for her support and help in making phone calls, and thanked the many others who are supporting the event. She asked everyone who had not already done so to purchase tickets, reminding them the event supports student scholarships. The Chair reiterated that it was really a fun event and hoped all would attend.

Chair Sanders announced she would combine the Executive Committee report with the Chair's report. She explained the Executive Committee meeting is a straightforward, routine meeting, and basically entails preparing for the Board meeting, to make sure all the documents are in place and to do a dry run of the items presented so nothing gets left out.

For the Chair's report, Chair Sanders shared that getting involved on the campuses had become routine and was a very positive experience, that getting in front of the students reminded her of why the Board does what it does. She said she'd been to several student-driven events over the past month, including participating in the college-wide diversity conference for the second year in a row. She Stated she was also invited to participate in a Woman's Lib Summit in the African American Student Union where again, it was exciting and eye-opening to see the level of engagement of the students. She said the students are developing their leadership skills outside the classroom, and driving the College community by getting involved and engaging as leaders-- this in addition to their studies, jobs, and life outside the College.

The Chair reported there had been a lot of discussion about the Excelsior free tuition program, and she had gotten several calls from the community. She said she had to caution people who called her that the details are still unclear, that it is just a concept at this point, and as the College gets more details it can share more accurate information with the students and families in a more formal fashion.

Chair Sanders talked about the violence in the community, and said the College simply does not know exactly how the College community is impacted by the violence, particularly at the Grant Campus. She Stated the College is a safe haven where people can escape the violence and come to restart their lives, and the College must stand strong and make sure to keep tuition affordable so students can have that access. She said faculty, staff and students at the College should rise up as role models to show there are good people in the world, in order to balance out the negativity.

The Chair reported the Board also talked about budget negotiations and tied the good external audit to the Board's keeping a good fiscal eye on how the College operates. She stated keeping tuition affordable and monitoring fiscal health is 99.9% of what the governance of the Board must do.

The Chair spoke about the upcoming commencement ceremony, and shared that sitting on that stage was one of the most inspiring things. She said her pictures and tweets of the gymnasium at graduation always get so many hits because people realize the magnitude of the impact the College has on people's lives. She asked the Trustees to confirm they would be attending the graduation, and asked if any students present in the room would be graduating. Student Trustee North said he would be and the Chair congratulated him. With that she ended her report.

Mr. Petrizzo presented the Chair with a brief outline prepared by Legal Affairs of what the College knew to date regarding the Excelsior program, following the discussion at the Executive Committee meeting. He stated the Legal Affairs had not seen the regulations but that the outline might provide some information to answer questions that may come up. The Chair thanked him.

Trustee Morgo affirmed Chair Sander's point about the awe-inspiring nature of graduation and how the College changes lives. He stated what the College does know about the Excelsior program is that it will have precious little effect on Suffolk's students, because when the State systems and State powerbrokers make decisions about higher education, they focus on the four year schools. He said he felt community colleges are treated like second class citizens and that is why it is so important that the students go up to Albany and talk to the legislators and make it

known they are from community colleges, which in these tough economic times make so much more sense.

Chair Sanders moved on to the President's report. Dr. McKay apologized for being late, he explained he had a small fender bender as he came onto campus and had to deal with SCPD taking a report before coming up to the meeting. He then introduced Dr. Suzanne Johnson, Vice President for Academic Affairs and Dr. Jeff Pedersen, Vice President for Planning and Institutional Effectiveness to give an update on Achieving the Dream and Middle States.

VP Johnson said she was happy to provide the report on behalf of the Steering committee co-chairs, Dr. Lauren Tacke-Cushing and Professor Dan Linker who were unable to be present. She reported that on Middle States, the self-study process is on target and following the approved timeline set forth in the design. All seven standard committee reports were submitted to the Steering committee co-chairs by the scheduled due date April 1st. The reports are still in a draft form; each committee feels confident that they have demonstrated how they meet all the criteria for this standard. The last Steering committee meeting of the semester was held on April 13, where each committee was given the opportunity to discuss the recommendations that they made in their narrative, in terms of the self-study committee reports, as well as to share highlights from their own self-study experience so far. She said co-chairs Dr. Tacke-Cushing and Professor Linker are currently reviewing the submitted reports in depth to verify that they address all seven Middle States standards and related criteria. Upon completion of this initial review, the reports will be given to the writing committee for further editing. Co-chairs Dr. Tacke-Cushing and Professor Linker are scheduled to meet with the Writing committee on May 2nd to discuss the style, tone, general presentation and voice of the report to find a common voice. They anticipate the three Writing committee members will be working on editing over the entire summer in conjunction with the co-chairs and that they will be ready to share a draft of the self-study report with the College community by early September. VP Johnson added that Dr. Quintin Bullock, the College's Middle States team chair, is scheduled to visit the College on November 7th to review the self-study draft and confirm the team visit. The official team visit will be held from Sunday, March 18th to Wednesday, March 21, 2018.

VP Johnson continued with an update for Achieving the Dream. She said a team from the College attended the ATD Dream Conference, held at the end of February in San Francisco. Upon their return, the data and core teams have been very busy, having several joint meetings of to further collect and analyze student outcomes stated here at the College. They have had several conference calls with the College's ATD coaches Dr. Christine McPhail and Dr. Donna McCusick. They have been discussing the ongoing data analyses of student populations and completion rates at the College and planning for next steps. The ATD coaches will be visiting the College on June 20th and 21st. The primary focus of the visit will be to further discuss data analyses and implications of those results and plans for action to address the College's capacity to best support its diverse student population in the next year of partnership with them. VP Johnson then asked Dr. Pedersen if he wanted to add anything to the report.

VP Pedersen said that in terms of Middle States, they are in the evidence collection phase, all of the reports have been written and the drafts of the reports have been written. They are now making sure that they have all of the evidentiary material. They are using the integrated

planning model to direct all of assessments and evaluation data and put it all in one place so that they will have a comprehensive library of evidence for Middle States.

Chair Sanders said she was very pleased to hear that the College will have a catalog of evidence to support its progress.

VP Johnson said she had one additional item to share. She announced that the following day the College would be the first community college to host the SUNY Undergraduate Research Conference (SURC) for the State. She said this event was made possible by the work of many individuals on the SURC Steering committee. The SURC Steering committee has been working since last summer on bringing the event to fruition. The committee is comprised of herself, VP Mary Lou Araneo, Dr. Candace Foley, Professor Janet Haff, Gary Ris, Neftali Collazo, Executive Dean Keane, Tania Velasquez, VP Adams, VP Azzam-Gomez, Deborah Lesser and VP Vizzini. There will be several dozen faculty volunteers that will be coordinating all the events in terms of panel discussions, presentations, symposiums performances, as well as 22 of the College's students who will be presenting their research with their faculty mentor at the conference. They expect to have over 400 people attending including SUNY and CUNY schools. VP Johnson said that this was a testament to the fact that the College provides as good as or better education to students in the County and region as any other institution and it constitutes the best value for a student's education dollar.

VP Mary Lou Araneo, Vice President for Institutional Advancement, asked to share one more important item in regards to SURC. She asked Dr. Sylvia Diaz to join her. She said they had conversations very early on in the process to discuss the need for a sponsor for the event. Dr. Diaz took that challenge in hand, had a donor in mind, and very expeditiously spoke to that donor and was able to secure a gift of \$47,600 to underwrite both the conference and to provide a \$20,000 endowment or scholarship. VP Araneo commended Dr. Diaz on a great job. The organization is the Shwachman Diamond Project, and they are hoping to engage with them for future support of the College on a go-forward basis.

Trustee Morgo asked who the Shwachman Diamond Project was and where they were located. Dr. Diaz replied the Shwachman Diamond Project was the brainchild of Carol Kolar and the Kolar family. Ms. Kolar owned a couple of nursing homes and came through a personal relationship of former Foundation board chair, Ed Boughal. She noted Ms. Kolar would be at the event presenting and talking a little bit about the impetus of the foundation which is named in honor of her grandson Dylan, who suffers from a bone marrow disease. The foundation, located in Sayville, funds research in that particular area and they formed a registry with other bone marrow related illnesses to hopefully bringing attention to those types of illnesses and, potentially, cures.

Trustee Canary asked what the most opportune time would be to stop by the event. Dr. Johnson replied during the luncheon there would be a presentation by Dr. McKay, and keynote speaker Dr. Sam Stanley, President of Stony Brook University. However, he was welcomed to join any part of the day since there were several presentations throughout the day beginning at 8:00 a.m.

Chair Sanders said it was exciting to see how all the components of the College came together to make the event possible, and she would be in attendance during the luncheon.

Dr. McKay concluded his report with thanking and congratulating the entire team for their work in making SURC possible.

Chair Sanders thanked Dr. McKay and congratulated him and the entire team for all the initiatives going on at the College. Specifically addressing the ATD initiative, the Chair acknowledged there was much discussion among the Board members about whether to engage in the project when it was first presented to them, and now she was excited the College is benefitting from the partnership. She stated that the emphasis on completion, which is such a big part of the program, is so important for student success.

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The Chair moved to the Roundtable, starting it off by reminding everyone of the various events coming up in the last weeks in April and in May. She encouraged the Board to attend the upcoming the Association of Community College Trustees conference in Las Vegas, emphasizing the importance of continued professional development training for trustees. She asked Trustee Canary to talk about his recent trip to Hawaii for Trustee training.

Trustee Canary gave an overview of the conference, saying there were four days of training hosted by the Kapolei Community College in Oahu, and that he enjoyed interacting with Trustees from throughout the country to hear about problems and issues common to all. He said this was the first time this event was held in Hawaii, and one of the reasons it was done here was to attract the Micronesian Island community colleges, as well as the State of Hawaii's approximately eight community colleges from its the various islands. He stated the event attracted about 125 attendees and the organizers were very pleased.

Trustee Canary reported that all in attendance are concerned about affordable tuition, while dealing with declining enrollments and declining birth rates. He said they were warned and cautioned that success-based funding is on the horizon from both the Federal government and the individual States, something to be cognizant of. Other matters of deep concern were the accreditation issues the colleges have to deal with, and campus safety and shooter incidents. He reported many of the colleges are reserving 800 numbers to be able to quickly disseminate information in the event of such an incident, and are planning how to deal with the aftermath, including addressing mental health issues for staff and faculty and students.

Trustee Canary said that Dr. Palonia, who ran the conference, had designated him a group leader and gave him a 38 page document to study, on the Family Friendly Campus Imperative, which supports success among community college students with children. He stated part of student success was recognizing how many students are full time workers and parents, both men and women, and helping them with childcare services. He noted that the various colleges handled childcare differently. In the Midwest, retired grandparents volunteer and provide services on some of the campuses as a way to keep tuition or fees for childcare service down. In other areas, colleges are teaming up with YMCAs that are in fairly close proximity to the college campuses and using subsidization to lower the fees.

Trustee Canary continued, stating other issues discussed relating to student success included transportation and mental health programs. He said he was very pleased to be able to report on the College's great mental health programs and how successful they are, and the group was very impressed at how far Suffolk has come along with these programs. On the subject of transportation, subsidization programs were a main topic, whether the colleges used buses, subways, or tramways, to defer the cost of transportation. He said one of the colleges coordinated with their local County sponsor and actually got a bus hub built on one of their campus to facilitate better services.

In summary, Trustee Canary explained the conference focused on what can be done on the community college level to guarantee students' success, because that is going to drive the numbers, and drive funding. He said there is always more that can be done, and that he was proud and pleased to represent the College at this training institute. He asked Ms. O'Hara to print out the 214 page GLI Leadership Institute booklet, full of good information, to have for the College's reference library.

Chair Sanders thanked the Trustee. She added that Student Trustee North had attended the Student Assembly Conference. The Student Trustee explained that he was not a voting delegate but did get to discuss issues such as extra classes and advocacy. He said because Suffolk is the largest of 64 campuses and the largest of 30 community colleges in the State, it can actually drive the advocacy. He then thanked Dr. McKay, Dr. Adams and the Interim Campus Dean, Mary Reese, for coming to the EOP's Academic Achievement event. Chair Sanders thanked him, adding that Suffolk sets the bar high for a lot of things.

The Chair returned to the Roundtable discussion. Trustee deLeon-Lopresti asked how the College measures up in terms of providing adequate childcare for its students. Dr. McKay replied that the College had done a recent survey on that subject and asked Dr. Adams to speak about the results. Dr. Adams stated that the Ammerman and Grant campuses both have thriving childcare centers, and that the directors, Vicki Calderon at Grant and Linda Crispi at Ammerman, are leaders in the State and are very well known. He added that they advocate for the College at the State Assembly and Senate as well. Dr. Adams explained that the Eastern campus childcare center was discontinued several years ago because the College could not compete with the local free services offered and it was losing a lot of revenue. He said the College is always open to creative ideas, and it does offer parents at the Eastern campus a list of referrals in the surrounding community. Trustee Lindsay Sullivan clarified that the services are not just for faculty and staff, but for students as well, and Dr. Adams stated that in fact approximately 99.9% are students.

Trustee Canary said he would make a copy of the Family Friendly Campus Imperative available to Dr. Adams and Dr. McKay, a document from an invitational symposium conducted back in 2016 where research was done on childcare for all the 50 States. He said he was pleased to report that New York ranks third out of 50 in providing childcare on campus, but pointed out that making it available is only half of the equation, because if it is not affordable for the students, they can't avail themselves of it.

Trustee Morgo asked if the College still has an Advocacy committee. Chair Sanders answered no, that position is not filled at present, but in fact advocacy is done in the individual committees based on the subject. She suggested that might be something to talk about as Trustee positions are filled.

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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 in terms of a contract matter leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. She stated there would be no further business after Executive Session. Student Trustee North so moved. Trustee Canary interrupted, asking if any of the students wanted to speak to the Board. Dr. McKay invited any of the students to the floor to make a Statement.

Mr. Tyler Vigliarolo, a student, thanked the Board on behalf of the Ammerman students for looking out for their best interests. He said they discuss many issues in the Student Government Advisory Committee that Student Trustee North started, including a hard discussion with all the student governments about the tuition increase. He stated that, formally, they are against it as it does fall on their backs, but that they do understand the decision that has to be made. Trustee Morgo stated the Board was also against it, and Trustee Canary agreed it was unanimous.

Chair Sanders called again for the motion to proceed, and Student Trustee North and Trustee Morgo so moved, respectively, and the motion was approved unanimously.

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The Board of Trustees was adjourned at 11:45 a.m. The Board of Trustees next meeting is May 18, 2017 at 4:00 p.m. in room 114 of Captree Commons, on the Michael J. Grant Campus in Brentwood, New York.

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Respectfully submitted,
Bryan Lilly
Secretary