

SUFFOLK COUNTY COMMUNITY COLLEGE
SUMMARY MINUTES OF THE BOARD OF DIRECTORS MEETING
ALUMNI ROOM, BROOKHAVEN GYMNASIUM
AMMERMAN CAMPUS, SELDEN, NEW YORK
August 17, 2017

The meeting was held on Thursday, August 17, 2017 at 9:00 a.m. in the Alumni Room of the Brookhaven Gymnasium on the Ammerman Campus in Selden, New York.

PRESENT:

Theresa Sanders	Chair
Jim Morgo	Vice Chair
Gordon D. Canary	Trustee
Bryan Lilly	Trustee
Denise Lindsay Sullivan	Trustee
E. Christopher Murray	Trustee
Gemma deLeon-Lopresti	Trustee
Jerome Bost	Student Trustee
Shaun L. McKay	President
Louis Petrizzo	College 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. for Institutional Advancement
Gail Vizzini	V.P. for Business and Finance
Christopher Adams	V.P. for Student Affairs
Paul Beaudin	Associate V.P. for Academic Affairs

Chair Sanders called for a motion to adjourn the Board of Trustees meeting and convene the Board of Directors meeting at 9:14 a.m. Trustee Lindsay Sullivan so moved, Trustee Canary seconded, and the motion was approved unanimously.

Chair Sanders called for a motion to approve the Association minutes of the June 15, 2017 meeting. Trustee Morgo so moved, seconded by Trustee Lindsay Sullivan the motion was approved unanimously.

Chair Sanders introduced Dr. Christopher Adams, Vice President for Student Affairs, to present the Association financial report for the period ending July 31, 2017. Dr. Adams said he was happy to report the Association was doing very well and trending positive in all of its accounts with one month to go in the fiscal year. He said in the fall he would be able to give the board a full year analysis and report for the Association for the 2016-2017 year.

Dr. McKay then asked Dr. Adams to speak about the Excelsior Program. Dr. Adams said the Excelsior Program was a program that was put forth by Governor Cuomo and adopted by both the Assembly and the State Senate. The program was put together with not much guidance and it taxed his staff over the summer and the spring, and they continue to work on it across the three campuses. The program is being led by College-Wide Director of Financial Aid, Nancy Brewer. He said that as of today, 292 students have been awarded the Excelsior scholarship. Every night the Financial Aid office receives from the NYS Higher Education Services Corporation a file after they have verified on their end all of the people that are eligible and it is then forwarded to the College's Financial Aid Director. The next day they spend three to four hours going through it, vetting it, and verifying all credits. He noted the process is very complicated. The review includes the number of college credits that were taken by students previously, as well as high school credits that were taken previously. The office also looks at both TAP and PELL awards and any scholarships that were given at Suffolk County Community College.

There are a number of requirements that are involved in the scholarship. Students must take 30 credits throughout the beginning of the fall semester to summer session two. The scholarship will not pay for developmental classes, which means some students will then have to supplement and either take extra credits in the fall, winter or summer session to make up those credits. The scholarship also does not pay for winter or summer session classes, and only pays for tuition, not any fees. If students don't complete the 30 credits by the end of the year, the spring semester tuition reverts to a loan from the College to the students, and it's the responsibility of the College then to make up that money. The College's financial aid officers are working to ensure that students sign a form with the contractors with the Higher Education Services Corporation as well as sit and meet with every single student that is given the scholarship. The Financial Aid office in working with Legal Affairs office has come up with a full disclosure form so the students know specifically what they are getting into before they sign, understanding that they have to do the 30 credits, that they have to pass the classes, and that developmental classes do not count.

Dr. Adams noted that prior to priority registration in the fall for the spring semester, which will happen in early November, they will require every single student on the scholarship to sit with a financial aid officer to review their academics from the fall and see how they are doing and make any necessary recommendations for the spring semester going forward. Lastly Dr. Adams commended the Financial Aid offices across the three campuses for their diligent work on this complicated scholarship.

Trustee Morgo then asked Dr. Adams with the 292 students with these kinds of requirements seems like a large number and was there a process in place whereby the students had to have either from PELL or TAP in place in order to qualify. Secondly, with respect to the scholarship turning into a loan from the College, Trustee Morgo commented that if the student leaves and doesn't repay the College, that creates a hole in the operating budget. Dr. Adams replied that his office is working with VP Vizzini and her office because they have heard that they're going to reimburse the College for State Aid later on at the end of the year. He said they are moving forward, and the College will be reimbursed in the fall semester, however it will be impactful in the spring for those students that don't meet the requirements of the 30 credits and some of the other criteria. The College is going to be left to collect the money from those students.

Trustee Morgo then asked what percentage of incoming students require developmental classes. Dr. McKay replied 58%. Trustee Morgo then commented those students would be taking 15 credits plus. Dr. Adams confirmed and noted that they are then required to make up those credits in the spring or a combination of a winter session class or summer session, which is why they don't recommend the scholarship for those students testing into many developmental classes.

Trustee Lilly said it was his impression that there was a finite amount of Excelsior scholarship awards. Therefore, if there were 77,000 applicants, and everyone received the scholarship, they wouldn't be getting the full amount. Dr. Adams confirmed that the State didn't fund the scholarship for the number of people that have applied. He added they knew that they were going to have more applicants than they were going to pay for which is why, he believes, they established all the restrictions of the program.

Trustee Canary asked Dr. Adams to please convey to the staffers in the financial counseling offices the Board's appreciation for all their efforts. They know this is a very difficult, brand new program to implement with a lot of questions thrown at them at the last minute and he believes they have done a fantastic job. He then asked to go on record saying that this was not the legislature who came up with the program; this came out of the executive office and SUNY. Trustee Canary asked if SUNY has asked the colleges to give them an end of first semester report on their experiences with the scholarship and the problems encountered as well as suggestions to improve the program.

Dr. Adams said there has been some communication with SUNY and former Chancellor Zimpher. The College will be able to give its comments and feedback about the program at a later time, however, he said the program was pushed out without much guidance from SUNY.

Trustee Lindsay Sullivan commented that it was her hope that potential new students see the commercials and come to the College, and if the Excelsior scholarship doesn't work for them, that they can potentially find a way to make it work for them. Dr. Adams agreed and said once all the students that have gotten the scholarship are enrolled, he can work with the Office of Planning and Institutional Effectiveness to survey the students to find out if they didn't have the scholarship, would they: (A) go somewhere else? or (B) not go to college at all. He said they are looking at this and making the best of the situation and using it as an opportunity to increase enrollment.

Student Trustee Bost thanked Dr. Adams for taking the time in explaining the Excelsior Scholarship. He said that in his research of the Excelsior Scholarship he learned that a student has to demonstrate they are actually on time to actually graduate to receive the scholarship. He added that in his experience being a student at the Eastern campus, he has come in contact with a couple of students who have gone from taking five classes to taking six or seven so they can actually meet the requirements the State put in place. He asked if that was being included in the discussion with students and the financial counseling department to be sure that students are making the appropriate decisions when they are upgrading their classes. Dr. Adams replied that, yes, the counselors understand that if students are taking more credits than they are academically inclined to be successful at, it could be a recipe for disaster later on in the spring semester and winter session. They can't tell students *not* to take the scholarship, but the counselors lay out recommendations and other possible options.

Trustee deLeon Lopresti noted that the way the scholarship is designed may not work for the working student who has to balance having a job or having childcare needs where they may not have the luxury of taking off in the summer to complete the requirements for the scholarship.

Chair Sanders asked when the application deadline was. Dr. Adams replied that the deadline was July 23rd. Secondly, the Chair asked if there was a way for the College to track who arrived at the College under the idea that they wanted the Excelsior scholarship and then who had to be repackaged out of the scholarship. Dr. Adams said they did plan on surveying all those students that applied. He added that he hoped that at the September meeting he would be able to give them further information in regards to the scholarship. Trustee Lindsay Sullivan asked if he could add to his update for next month how many students of the 292 have to take developmental classes.

Chair Sanders asked Dr. Adams to review the two Association resolutions that were up for approval. Dr. Adams said that one resolution had to do with recommendations from the auditors and the addition to the procurement policy, paragraph F, which talks about assuring that no employees, as part of fiscal management, receive any materials purchased with student activity fee money at their homes. All materials and item, whether it's for the athletic department or a campus activity, are to be sent to either the College address or the Association address, not a home address. The second resolution is the reallocation of money in the previously approved budget at the June meeting, reallocating \$25,000 from the theatre budget to the Associate Dean of Student Services at the Ammerman Campus creating additional funding for College-wide forensic team that was voted on by the Board of Directors a couple of months ago. The forensic team functions across the three campuses now with the Eastern campus having the ability to join the College-wide team, and additional funding for them to be able to compete in competitions across the nation was required.

Chair Sanders called for a motion for the approval of Association Resolutions 2017.A6 through 2017.A7. Trustee Murray so moved, seconded by Trustee Lindsay Sullivan. With all in favor, the motion carried.

RESOLUTION NO. 2017. A6 - Amending the Association Procurement Policy

WHEREAS, a forensic audit report prepared by ParenteBeard for the Association recommended that purchases made on behalf of Association programs be delivered only to the Association's address and not to personal addresses, be it therefore

RESOLVED, that the *Association Procurement Policy* be amended, as reflected in *Attachment A-I*, to include a provision specifying that all Association purchases must be shipped to the Association/College address, and that the Association will not authorize payment or reimbursement to employees for purchases made and delivered to personal addresses.

RESOLUTION NO. 2017. A7 - Amending the 2017-2018 Budget of the Suffolk Community College Association, Inc.

WHEREAS, by a resolution duly adopted on June 15, 2017, the Board of Directors approved the 2017-2018 budget of the Suffolk Community College Association, Inc., and

WHEREAS, an amendment to the portion of said budget related to Theatre Arts Production and the Ammerman Dean of Students Reserve Account is required in order to more accurately reflect the Association's needs, be it therefore

RESOLVED, that the portion of the 2017-2018 budget of the Suffolk Community College Association, Inc. related to Theatre Arts Production be reduced from \$248,800 to \$223,050, as reflected on *Attachment A-II*, for the period covering September 1, 2017 through August 31, 2018, and be it further

RESOLVED, that the portion of the budget allocated to the Ammerman Dean of Students Reserve Account be increased from \$15,450 to \$41,200, as reflected on *Attachment A-I*, for the period covering September 1, 2017 through August 31, 2018.

Chair Sanders called for a motion to adjourn the Board of Directors meeting and reconvene the Board of Trustees meeting at 9:44 a.m. Trustee Lindsay Sullivan so moved, Trustee de Leon seconded, and the motion was approved unanimously.

The meeting of the Board of Directors was adjourned at 9:44 a.m.

Respectfully submitted,
Gordon Canary
Secretary