

SUFFOLK COUNTY COMMUNITY COLLEGE
SUMMARY MINUTES OF THE BOARD OF TRUSTEES MEETING
ALUMNI ROOM, BROOKHAVEN GYMNASIUM
AMMERMAN CAMPUS, SELDEN, NEW YORK
JANUARY 17, 2019

The meeting was held on Thursday, January 17, 2019 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 Canary	Secretary
Denise Lindsay Sullivan	Trustee
E. Christopher Murray	Trustee
Gemma deLeon-Lopresti	Trustee
Shirley Coverdale	Trustee
Belinda Pagdanganan	Trustee
Kevin O'Connor	Trustee
Jerome Bost	Student Trustee
Louis J. Petrizzo	General Counsel/Executive V.P.
Alicia O'Connor	Deputy General Counsel
Ashley Pope	Deputy General Counsel
Jeffery Pedersen	V.P. for Planning & Institutional Effectiveness
Gail Vizzini	V.P. for Business and Financial Affairs
Mary Lou Araneo	V.P. for Institutional Advancement
Christopher J. Adams	V.P. for Student Affairs
Shady Azzam-Gomez	V.P. for Information Technology Services
Carol Wickliffe-Campbell	Chief of Staff

The meeting of the Board of Trustees was convened at 9:00 a.m.

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

Chair Sanders moved on to the recognition of guests. Chief of Staff, Ms. Carol Wickliffe-Campbell, recognized Tom Lupo from the Comptroller's office. Mr. Lupo said he brought greetings from Comptroller Kennedy and his best wishes for a productive and successful 2019. Chair Sanders thanked Mr. Lupo.

Chair Sanders requested a motion to enter into Executive Session to discuss the medical, financial, credit or employment history of the College President and discuss the financial stability of a corporation with which the College has a pending contractual arrangement. Trustee Morgo so moved, Trustee Murray seconded, and the motion was approved unanimously. *(Whereupon the Board entered into Executive Session and reconvened at 10:05 a.m.)*

Chair Sanders called for a motion to adjourn the Board of Trustees meeting and convene the Board of Directors meeting at 10:05 a.m. Trustee O'Connor so moved, Trustee Bost 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 10:27 a.m. Trustee Morgo so moved, Trustee Lindsay Sullivan seconded, and the motion was approved unanimously.

Chair Sanders requested a motion to approve the minutes of the November 15, 2018 Special Meeting of the Board of Trustees. Trustee Lindsay Sullivan so moved, Trustee Pagdanganan seconded, and Chair Sanders abstained due to her absence from the Special Meeting; the motion was approved.

Chair Sanders requested a motion to approve the minutes of the December 6, 2018 Board of Trustees meeting. Trustee Morgo so moved, Trustee Canary seconded, and the motion to approve the minutes was approved unanimously.

Chair Sanders requested a motion to approve the minutes of the January 8, 2019 Special Meeting of the Board of Trustees. Student Trustee Bost so moved, Trustee Pagdanganan seconded, and the motion to approve the minutes was approved unanimously.

Chair Sanders introduced Gail Vizzini, VP for Business and Financial Affairs, to present the College Budget and Financial report. She reviewed the revenue and expenditure projections for 2018-2019. The monthly projections as of December 31, 2018 are trending consistent with previous reports. The College is projecting a potential revenue shortfall of \$3.5 million, of which \$2.8 million is in tuition and \$516,000 in fees due to enrollment being less than what was assumed for the budget. She noted they will have a better idea by mid-February how the Spring enrollment may impact the revenue projections. The College continues to be fiscally prudent in controlling expenditures to mitigate the shortfall. The external auditors, the Bonadio Group, has completed their field work. The College should have a preliminary document by the end of the month or early February at which point they will complete the management discussion and analysis. Once the financial statements are completed, they will load them to the Board's portal for them to review. The College anticipates the audit report will go before the Board for approval at the March meeting.

VP Vizzini then discussed Governor Cuomo's Proposed State Budget which he has issued. Among the items included pertinent to the College are 1) income eligibility for the Excelsior Scholarship will be \$125,000; 2) the rate per FTE that determines State aid to Community Colleges remains the same at \$2,847 per FTE; and 3) the College's capital requests for Infrastructure and Life Safety College-wide are included as requested. These include building fire safety systems, carbon monoxide detectors and emergency power. She noted that the College's annual capital request to the County will be before them for review at the February meeting.

VP Vizzini said the departmental budget requests for the 2019-2020 operating budget are due back to her office by January 25th and budget presentations are scheduled for the first two weeks of February. Concurrently, the Budget & Finance subcommittee is working on reviewing the 2019-2020 budget gap and the assumptions for closing that gap.

Lastly, VP Vizzini reviewed the resolutions with financial impact. Item one is the monthly sponsor services payment for health insurance. The bill was for \$2.8 million, less \$305,655 for Medicare reimbursement for a payment of \$2.5 million. The next items were budget transfers. The first budget transfer was moving \$35,454 into the right category in order to have sufficient funds for the subscription to Westlaw. This is required by the accreditation agencies for the paralegal program. The other item is \$50,600, to install and replace two automotive lifts in the automotive program. The College thought that there would be outside funding from one of the major manufacturers for this, and unfortunately that did not materialize. The other two transfers, \$21,200 and \$71,820 are to cover the administrative charges that SUNY charges the College for certain information technology services that they provide.

Chair Sanders called for a motion for the approval of College Resolutions 2019.01 to 2019.05. Trustee Lindsay Sullivan so moved, Trustee Canary seconded, and the motion was approved unanimously. Trustee Morgo raised as a point of discussion items three and five. He said they were the product of a very productive Governance Committee and were worth looking at. He added item three is about naming opportunities that could result in the College receiving some revenue. Item five is to address a situation that occurred back in September when there was a meeting on immigration in one of the College's buildings on the Eastern Campus and the public was not allowed in. He said as a public institution, the College should be open to the public. He attributed the good conclusion to Deputy General Counsel Alicia O'Connor and encouraged everyone to read the resolution.

RESOLUTION 2019.01 - Approving Monthly Sponsor Services for Suffolk County Community College

WHEREAS, the State University of New York Regulation No. 602.7 requires the Suffolk County Community College Board of Trustees to review and approve all Sponsor provided services and their estimated value in advance of the service being rendered, and

WHEREAS, the regulation also requires the approval of the payment of each Sponsor Service satisfactorily performed, and

WHEREAS, health insurance is considered a Sponsor Service, be it therefore

RESOLVED, that the health insurance payments to the County of Suffolk in the amount of \$2,573,299.45 for the month of December 2018 (*Attachment I*) are hereby approved by the Board of Trustees.

RESOLUTION NO. 2019.02 - 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 NO. 2019.03 - Adopting a Policy on Naming Opportunities

WHEREAS, the mission of the Suffolk Community College Foundation (Foundation) is to support student access to quality education and vocational skill training by providing scholarships, emergency loans and funding for program development; and to engage alumni to maintain their connection to the College, and to support Foundation events, philanthropy, student mentorship and internship opportunities, and

WHEREAS, in furtherance of the Foundation’s mission, Suffolk County Community College (“College”) encourages alumni, local business corporations, industry, and friends to demonstrate support for the College by offering them opportunities to name campus buildings, facilities and other campus areas in exchange for major gifts to the Foundation, and

WHEREAS, the *Policy on Naming Opportunities* will permit long-term recognition of the College’s many supporters and facilitate even greater opportunities for our students, be it therefore

RESOLVED, that the College hereby adopts the *Policy on Naming Opportunities*, effective January 17, 2019 (see, *Attachment III*), and be it further

RESOLVED, that the College hereby revokes the *Policy on Naming Opportunities and Endowed Funds* adopted by the Board of Trustees on September 18, 2008.

RESOLUTION NO. 2019.04 - Confirming the Annual Review and Approval of the College’s Procurement Policy, as Amended

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

WHEREAS, pursuant to General Municipal Law §104-b, the College's *Procurement Policy* must be annually reviewed and approved by the Board of Trustees, and

WHEREAS, the Office of Business and Financial Affairs and the Office of Legal Affairs have reviewed the *Procurement Policy*, and recommends that certain revisions be made thereto in order to improve purchasing and procurement efficiencies, be it therefore

RESOLVED, that the College's *Procurement Policy*, as amended (*see, Attachment IV*), be, and the same, hereby, is adopted and approved for the calendar year 2019.

RESOLUTION NO. 2019.05 - Amending the Facility Use Policy

WHEREAS, the College's *Facility Use Policy* sets guidelines for the use of College facilities and provides for the payment of rental and staffing fees for such use, and

WHEREAS, the College recommends making revisions to the Policy in order to provide guidance for the use of College facilities by partisan entities, and

WHEREAS, the intent of the revisions is to serve the educational purposes of the College by developing the political literacy of its students, fostering the exchange of ideas, and providing an opportunity to analyze divergent viewpoints, be it therefore

RESOLVED, that the *Facility Use Policy* is hereby amended as specified on Attachment V, herein, and be it further

RESOLVED, that the amended *Facility Use Policy* shall be effective as of January 17, 2019.

Chair Sanders moved to the committee reports. Student Trustee Bost stated he had no report as most of the students have been out on break.

Dr. Diaz gave the Foundation report, announcing that the fiscal year's audit was complete and would be presented to the Board the following Tuesday. She stated she had received the highest level of assurance that the report noted a clean or unmodified opinion with no material weaknesses, very important in this year of increased giving and increased support of the Foundation. She also reported that the Foundation had been awarded the management of \$35,000 annually in scholarship funds from Suffolk Federal Credit Union, whose portfolio includes the Navy SEAL Michael Murphy Memorial Full Tuition Scholarship, the Coast Guard Michael Reilly Memorial Scholarship, plus an additional \$20,000 from the Credit Union exclusively for Suffolk students. She said, not coincidentally, the Foundation would be honoring the Suffolk County Federal Credit Union at this year's Golf Classic on June 24th, thanking Ralph Spencer and his team for supporting the students and the College. She also reported that the Salute to Excellence Gala scheduled for October 24th would honor those at the highest level of law enforcement in Suffolk County—District Attorney Tim Sini, Sherriff Errol Toulon and Police Commissioner Geraldine Hart.

Trustee Morgo gave the Budget and Finance Committee report. He announced he had relatively good news to share despite all the uncertainty and frustration of not knowing what enrollment will be, or what the State and County aid will be: VP Vizzini had projected no increase in spending; in fact there would be a decrease in spending of \$568,000, and the budget gap would be reduced from \$16 million to \$10.9 million after many variables had been analyzed and considered. He spoke about the painful decision to raise tuition for the 2018-19 academic year by \$350, and the nearly 25% increase in tuition over the past five years. Trustee Morgo and VP Vizzini agreed that in this uncertain year, with the College's ally Senator LaValle no longer Chair of the Higher Education Committee, it would be more important than ever for Kevin Peterman and the students to make strong efforts at advocacy in Albany, and with Mr. Zwirn's and others' guidance, for the trustees also to advocate for the College on the state and local levels.

Trustee Canary pointed out that Senator LaValle would become the ranking minority member on the Higher Ed Committee, and named Jim Gaughran and Toby Stavisky from the city as others on the committee that would be advocating favorably. He thought that with the Democratic majority, city representatives would be a powerful influence, given their complaints about CUNY funding levels, and that possibly SUNY schools could piggyback on that effort.

Trustee Morgo asked Mr. Zwirn to comment. Mr. Zwirn stated that he and Mr. Peterman are planning to change strategy this year and put together the Long Island Six, and together with Nassau County try to use the new numbers that have come out here on Long Island. He stated they planned to go up to Albany a bit early to meet with everyone, and possibly also go up for the joint budget committee hearing on higher education on January 28th to meet with the representatives. He mentioned that the approach this year would be to try to advance finding a different formula for funding community colleges with less focus on enrollment numbers, which has been the basis for such a long time. He stated fortunately Ken LaValle would still be a strong advocate for the College as the ranking member of the committee, and said they planned to talk to him to see if he had any suggestions on how to navigate the process.

To answer Trustee Canary's comment about CUNY institutions, Mr. Zwirn added that from reports received, CUNY enrollments are very strong, but he was not sure that was the case. He said committee members with CUNY schools in their districts would try to do whatever they could for their constituents, but Mr. Zwirn hoped they could get increased aid for everything in higher ed. He said the DREAM Act was a wild card—if that gets passed a lot more students may be eligible for financial aid and TAP money to cover enrollment, as well as through the Excelsior Program, meaning more students for the colleges. He said DACA could also have quite an impact on state universities and community colleges.

Trustee Morgo asked Trustee Murray and VP Vizzini to keep the Board apprised of the actual enrollment numbers which would be known in mid-February.

Mr. Peterman informed Trustee Morgo that Suffolk would no longer be the only college going up to Albany to advocate; he'd been encouraging others to participate and this year Nassau, FIT, Westchester, Orange, Monroe and Erie would all be in Albany on February 12th. He said as part of the NYSUT leadership he would be in Albany the day before and, along with union

presidents, would be meeting with the leadership there, and with the Governor's budget office in the afternoon. He and VP Adams confirmed that students would be going up to Albany as well.

Trustee Canary commented that with the DREAM Act being high on the new majority's agenda, it would likely be enacted by the Legislature, and that could help the College. He then gave the Facilities Committee report. The committee had met for the annual capital program review, first briefly reviewing the submission process whereby 2020 capital projects would be submitted to the County in early February and voted on by the Board at its February meeting, then reviewing the status of the approximately 20 projects on the list. The status of the capital program was also reviewed.

At the Committee meeting, Director Jon DeMaio asked if there were additional capital needs to be discussed. Executive Dean Rios requested additional lighting be added to Ring Road at the entrance of the Eastern Campus; with the anticipated increase in traffic because of the opening of the new Health and Wellness Center, Dr. Rios and Baycan Fideli agreed that the lack of lighting is a safety concern. It was noted that the College needs to comply with "Night Sky" requirements for the Long Island Pine Barrens area. Dr. Adams brought up another lighting concern on the Ammerman Campus, and Trustee Canary suggested it was time to conduct another college-wide lighting needs study, the last being completed 10 years ago. Many new lighting techniques and technologies have since become available. Dr. Adams also addressed concerns about the childcare center on the Ammerman campus, where feral cats from the removed Annex building have moved under the center. Solutions and funding for rehoming of the cats were discussed. Trustee Canary assured everyone that this process was being done humanely.

Trustee Canary stated it was great news that the Health and Wellness Center on the Riverhead campus was slated to open on January 28th, and mentioned that a ribbon cutting would have to be discussed. Dr. Adams added that the \$23 million automotive technology building would be the next project the College needs to fight for and that it will be going forward as well. Trustee Canary announced that Trustee O'Connor had joined the Facilities Committee and they were pleased to have him.

Trustee Lindsay Sullivan reported for the Student Success Committee, stating they had discussed advocacy efforts for the upcoming Albany meetings on February 12th and 16th with the main focus on state aid, DACA and DREAM Act legislation. Also discussed were the childcare center issue as just mentioned, and VP Araneo's report on marketing for spring enrollment, which highlighted that the Newsday Notes ads were very effective in generating interest. The Trustee reported that Dr. Rios stated classes would begin on January 28th in the new Health and Wellness building but the pool and health club would not be ready yet. Dr. Beaudin had reported on a \$20,000 grant being used to institute the English 100 course on the Grant campus, folding a developmental and remedial course into a credit-bearing course, adding value to the students' time and financial considerations.

Trustee Lindsay Sullivan also reported on surveys conducted on commencement activities, spearheaded by the Eastern Campus Student Government President, Natalia Fernandez. Typically 1200 students out of about 4000 eligible students attend the ceremony; the survey results showed that more students would attend if there was an event at the Eastern campus, and

also that students wanted to secure more than two tickets in order to attend. Dr. Adams had informed her the Cabinet would be meeting to discuss two options: one would be a ceremony at the Grant campus for Ammerman and Grant students and a separate ceremony for Eastern campus students, at a cost of \$15,000 which Campus Activities' budget would assume, at least for this year. The other option would be having two ceremonies at Grant, a day event and an evening event, and allowing four tickets per student. Busing would be provided for students and families coming from the east end. Trustee Lindsay Sullivan expressed concerns that busing might not be feasible because of the travel time for students living beyond Riverhead in the Hamptons and Montauk, and because of the expense. She applauded Ms. Fernandez for following through with gathering and presenting these survey results.

For the Governance Committee report, Trustee Canary noted the Board had already taken action on two of the resolutions put forth by the committee. He reported that the recommended updated language added to the Facilities Use policy was discussed and it was agreed the resolution for the updated policy would be presented at this meeting for the full Board's consideration. Also discussed was a memo distributed by Deputy General Counsel Ashley Pope regarding SUNY's efforts to revise its sexual harassment policies to address new state law requirements. SUNY's Board of Trustees passed a resolution that requires each SUNY campus, including community colleges, to develop a sexual or romantic relationship policy that meets certain minimum standards outlined by SUNY by March 1, 2019, and is soliciting opinions and comments from the colleges. The committee reviewed the memo and discussed background concerns, input from campus governance, and approaches from other institutions. It was decided the committee would continue to review the memo and DGC Pope was requested to continue to research and report back at the February 19 committee meeting. Trustee Canary stated agenda items for the February meeting would include reviewing the SUNY Consensual Relationship Policy Requirements and reviewing operational functions of the Center for Social Justice and Human Understanding.

The Chair moved to her report. Chair Sanders suggested that the Board members spend some time on the campuses for the first days of the new year and the new semester to witness the excitement and the hope one could see in the students' faces, evidence of the all the good work the Board accomplishes.

Chair Sanders moved on to the President's report. EVP Petrizzo introduced VP Adams to inform the Board of the commencement recommendations that were voted on at the last Cabinet meeting. VP Adams said the Cabinet members had met on Monday to discuss the commencement recommendations as had just been reported by Trustee Lindsay Sullivan during her Student Success report. After a robust discussion the Cabinet members voted in favor of the second recommendation of having two ceremonies at the Michael J. Grant Campus on one day, one in the afternoon and one in the evening. He said the Commencement committee would be meeting next week to begin discussing the logistics for the day. Part of the discussion will be adding an assessment of the ceremony in order to make any changes if needed for the 2020 ceremony. In addition, this year the College will provide transportation for graduating students and their families from the Eastern Campus. The Commencement committee plans to work closely with the Director of Campus Activities at the Eastern Campus and SGA who have volunteered to help with the transportation situation.

Dr. Adams said the biggest advantage of going to two ceremonies is that they will be able to increase the amount of tickets offered to each student attending graduation to four tickets as opposed to only two as previously offered in past years. This had been one of the biggest complaints College-wide. In keeping with the College-wide atmosphere, the ceremonies will be offered on a first come first served basis. As soon as one of the ceremonies fills up, students will be diverted to the second ceremony. As of last year, the College did not have a keynote speaker and will continue without one, and will ask the three student speakers from each campus to attend both ceremonies. Trustee Lindsay Sullivan suggested rather than having the students from each campus attend both ceremonies that the College highlight another group of students from each campus for the second ceremony, giving more students the opportunity, featuring six students rather than just three. Trustee Canary asked if Commencement would again be on a Thursday rather than on Sunday and if transportation for the Eastern campus students would be provided for both ceremonies. Dr. Adams confirmed that this year's Commencement ceremony is on Thursday, May 23rd. He said once the logistics are discussed by the committee he would have the exact times of each ceremony. Transportation will be provided for both ceremonies for those students who choose to attend along with their families. He added that the Commencement committee will also discuss the logistics of inviting the Trustees and elected officials to both ceremonies, and how to ensure to have proper representation at both ceremonies. Once they determine how to proceed, they will report back to the Board's Student Success Committee on their progress.

EVP Petrizzo then asked VP Adams to report on the Center for Social Justice and Human Understanding. VP Adams said that with the upcoming departure of Renee Ortiz, Director of the Center, the College has posted the position and is in the process of putting together a search committee. In the interim, Jill Santiago will be assuming some of the responsibilities, along with VP Adams, since the Center falls under Student Affairs. Dr. Adams asked Ms. Santiago to give a brief update on the Center. Ms. Santiago said the Center has been working to continue their Vote Everywhere Campaign. They are working to develop a video that is going to be a step by step guide that will be used by College seminar faculty in their classrooms to assist with civic engagement and voter registration efforts. The Center recently held their, 12th Annual Unity Day Event in collaboration with the Suffolk County Human Rights Commission and the Suffolk County Anti-Bias Task Force. Over 270 students from across the county attended, representing eight middle schools and high schools. The day included a keynote presentation, entitled "Sending Out Universal Love ... Mind, Body and Soul Mental Health and Wellness," about mental health awareness. The College had mental health counselors presenting along with a number of community organizations. Upcoming for the Center is Diversity Day at Longwood Junior High School where they will reach over 1300 students with speakers that the Center has helped to bring to the school. Ms. Santiago added that she and Ms. Ortiz had also recently met with Eva Rodriguez-Greguski, Chief Legislative Aide to Legislator Robert Calarco. Ms. Rodriguez-Greguski was formerly a curator for the Stony Brook Museum, and was able to share valuable information regarding preservation issues that the Center is having, as well as some possible grant opportunities.

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The Chair moved to Roundtable. Trustee Lindsay Sullivan said The Long Island Immigrant Student Advocates Association would be hosting, next Wednesday night at the public library in

Huntington Station, Dr. Harold Fernandez who is going to be talking about his journey to Princeton and Harvard and life as a heart surgeon. She said it would be an exciting night and indicated she would be attending with some of her school district's teachers.

Trustee Canary then confirmed with VP Adams and EVP Petrizzo that the pool at the Health and Wellness Center on the Eastern Campus was complete and was just waiting for the Health Department's approval, as well as finding appropriate staffing. He also inquired about the status of the rock climbing wall, for which the College was also in the process of finding an appropriate certified climbing wall instructor. Both EVP Petrizzo and VP Adams confirmed and said that was correct.

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

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The Board of Trustees meeting was adjourned at 11:22 a.m. The Board of Trustees next meeting is February 21, 2019 at 4:00 p.m. in the Board Room of the Learning Resource Center on the Michael J. Grant Campus, in Brentwood, New York.

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Respectfully submitted,
Gordon Canary
Secretary