

SUFFOLK COUNTY COMMUNITY COLLEGE
SUMMARY MINUTES OF THE BOARD OF TRUSTEES MEETING
BOARD ROOM, LEARNING RESOURCE CENTER
MICHAEL J. GRANT CAMPUS, BRENTWOOD, NEW YORK
FEBRUARY 21, 2019

The meeting was held on Thursday, 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.

PRESENT:

Theresa Sanders	Chair
Jim Morgo	Vice Chair
Gordon Canary	Secretary
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
Paul Beaudin	V.P. for Academic Affairs
Christopher J. Adams	V.P. for Student Affairs

The meeting of the Board of Trustees was convened at 4:05 p.m.

Chair Sanders welcomed everyone; the Pledge of Allegiance was led by Trustee Gordon Canary. Trustee Canary asked for a moment of silence for NYPD Detective Brian Simonsen who was laid to rest the previous day and was a Suffolk County resident. (*Whereupon a moment of silence was held for Detective Simonsen*)

Chair Sanders moved on to the recognition of guests. Trustee Bost thanked the Student Government Association President from the Grant Campus and student leader Sam Karis-Oghenekome for being in attendance.

Chair Sanders called for a motion to adjourn the Board of Trustees meeting and convene the Board of Directors meeting at 4:07 p.m. Trustee Murray so moved, Trustee Canary seconded and the motion was approved unanimously.

Chair Sanders called for a motion to adjourn the Board of Directors meeting and reconvene the Board of Trustees meeting at 4:16 p.m. Student Trustee Bost so moved, Trustee O'Connor seconded and the motion was approved unanimously.

Chair Sanders requested a motion to approve the minutes of the January 17, 2019 Board of Trustees meeting. Trustee Canary so moved, Trustee Murray 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 January 31, 2019 are trending consistent with previous reports. The College is projecting a potential revenue shortfall of \$4 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. The College 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.

VP Vizzini said she had previously reported on the implementation of an electronic distribution of financial aid and refunds through the partnership with Bank Mobile. She thanked Dr. Adams and VP Araneo for the cooperation of their staff to get the marketing aspect and final messaging out. The College is now fully operational with the new electronic system. The next major distribution will be in early March, when the Pell Grants will be disseminated. The protocol is that if a student has not already signed up for electronic refunds or opted in, they'll first get an e-mail from Bank Mobile reminding of them of the opportunity to get it. As soon as they do that, they'll get their refunds electronically. The default would be a manual check process.

The external auditors, the Bonadio Group, have finished their audit. They're finalizing a financial statement. When they are finalized, the statements will be forwarded to the Board for their review and the College anticipates the Board will vote on them at the March meeting. VP Vizzini then highlighted the College's capital program request to the County. It includes the continuation of \$5.1 million in 2019-2020 for the capital infrastructure project. It also includes the Workforce Development Technical Center expansion in 2020 and the Automotive Technology Center planning in 2022 and construction anticipated in subsequent years. All the College departments have submitted their budget requests for the 2019-2020 operating budget. Currently the Budget and Finance Subcommittee is working on reviewing the 2019-2020 budget gap and determining what assumptions are necessary to close that gap.

Lastly VP Vizzini reviewed the resolutions with financial impact. Resolution number one is the monthly sponsor services payment for health insurance. The bill is \$2.8 million, less the \$305,000 credit for Medicare reimbursement, so a payment of \$2.5 million. The budget transfers are in item 2 - they consist of \$76,000 transferred within Academic Affairs. This is for their portion of the SUNY System services bill; the second is transferring funds already in the operating budget to the replacement computer category in order to address the need to replace aging computers. Resolution three is a grant for tuition assistance - \$244,114 from the New York State Department of Health, specifically for healthcare workers trained as LPNs.

EVP Petrizzo pointed out that there was a scrivener's error in resolution item number one on the amount approving monthly sponsored services. The resolved clause has an amount of \$2,638,443.35. That should be corrected to \$2,573,299.45.¹

Chair Sanders called for a motion for the approval of College Resolutions 2019.06 to 2019.12. Trustee O'Connor so moved, Trustee Morgo seconded, and the motion was approved unanimously.

RESOLUTION 2019.06 - 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 \$2,638,443.35 for the month of January 2019 (*Attachment I*) are hereby approved by the Board of Trustees.

RESOLUTION NO. 2019.07 - 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.

¹ Later in the meeting, it was determined that the original sum for the health insurance payment (\$2,638,443.35) was correct, and the Board subsequently approved this resolution, as written, with an amended Attachment 1. (See pg. 11).

RESOLUTION NO. 2019.08 - Accepting a Grant Award from the New York State Department of Health for a Project Entitled “Various Healthcare Workers Trained as Practical Nurses (LPN)”

WHEREAS, Suffolk County Community College has received a grant award in the amount of \$244,114 from the New York State Department of Health for a project entitled “Various Healthcare Workers Trained as Practical Nurses (LPN),” for the period of January 1, 2019 through December 31, 2020, and

WHEREAS, this project will enable the College to provide student support in the form of tuition scholarships and aid for learning resources, as well as to purchase equipment and supplies to expand the skills laboratories expansion of the Licensed Practical Nursing (LPN) program, and

WHEREAS, matching funds are not required, be it therefore

RESOLVED, that a grant award in the amount of \$244,114 from the New York State Department of Health for a project entitled “Various Healthcare Workers Trained as Practical Nurses (LPN),” is hereby accepted, and the College Executive Vice President, or his designee, is authorized and empowered to execute a contract and any other required documentation, upon such terms as shall be approved by the Office of Legal Affairs.

Project Director: Dr. Cheryl Shaffer

Note: No Full- Time positions

RESOLUTION NO. 2019.09 - Authorizing the Acceptance of a Gift from the Suffolk Community College Foundation

WHEREAS, the Suffolk Community College Foundation, Inc. is the recipient of 2005 Chrysler 300 Limited sedan, valued at \$2,944, and

WHEREAS, the Foundation wishes to further donate this automobile to Suffolk County Community College for use in its Automotive Technology Program, and

WHEREAS, the Academic Chair of the Automotive Technology Program has been consulted and has indicated a need for this vehicle for instructional purposes in its general program, be it therefore

RESOLVED, that the Board of Trustees hereby authorizes the College’s acceptance of a 2005 Chrysler 300 Limited sedan, valued at \$2,944, from the Suffolk Community College Foundation, Inc., for use in the College’s Automotive Technology Program.

RESOLUTION NO. 2019.10 - Approving the Requested 2020-2022 Capital Program and 2020 Capital Budget

WHEREAS, the College has been requested by the office of the Suffolk County Executive to submit capital budget and program requests in accordance with Article IV, Section A4-2, of the Administrative Code of the County of Suffolk, and

WHEREAS, the capital program requests (*Attachment III*) have been solicited from the Executive Vice President, Vice Presidents, Campus Executive Deans and Directors of Plant Operations, and are recommended for approval by the President’s Cabinet, be it therefore

RESOLVED, that the Board of Trustees approves the submission of all capital projects described in *Attachment III*, and authorizes the Executive Vice President to submit the projects for the 2020-2022 capital program and 2020 capital budget.

RESOLUTION NO. 2019.11 - Amending the Suffolk County Community College Student Code of Conduct

WHEREAS, the student conduct program within the Office of Student Affairs is committed to an educational and developmental process that balances the interests of individual students with the interests of the College community, and

WHEREAS, in order to ensure compliance with current legal requirements, SUNY policy and best practices, Suffolk County Community College seeks to amend the Student Code of Conduct, and

WHEREAS, in particular, provisions relating to violations of the law, academic dishonesty, the use of unmanned aircraft systems and drones on or over College property, Education Law Article 129-B, hearing procedures, and appeals have been included and/or revised in the new policy, be it therefore

RESOLVED, that the College hereby adopts the “Suffolk County Community College Student Code of Conduct,” as amended, effective February 21, 2019 (*see, Attachment IV*).

RESOLUTION NO. 2019.12 - Awarding a Construction Contract for Window Replacement

WHEREAS, public bids for the replacement of windows in the Norman F. Lehtrecker Building on the Ammerman Campus were solicited, and one bid was received and opened on August 6, 2018, and

WHEREAS, the qualifications of the responsive bidder have been evaluated, and the College’s Facilities Department recommends that a contract be awarded to Arrow Steel Window Corp., be it therefore

RESOLVED, that the Executive Vice President or his designee is authorized to enter into a contract with Arrow Steel Window Corp. of Farmingdale, New York in the amount of \$482,000.00 for the replacement of windows in the Norman F. Lehtrecker Building on the

Ammerman Campus, upon such terms and conditions as shall be approved by the College's Office of Legal Affairs.

Chair Sanders moved to the committee reports. Student Trustee Bost gave his report, stating he wanted to introduce to the Board some of the other students who partner with him in advocacy efforts, and asked the Grant Campus Student Government Association president Cristen Quere to speak about those efforts. Ms. Quere reviewed the issues the SGA has been working on, including food service, specifically, getting vending machines installed and acquiring a microwave last year for Captree Commons. She said they are working on HVAC this year, with some fire code compliance issues to be worked out.

Ms. Quere stated that when she stepped into the presidency, her goal was to focus on communication and professionalism and a vision for student government, and to this end her team implemented an application and interview process for those interested in being a part of the leadership team. This resulted in membership increasing from about ten to about 30 members, something she was very proud of. Another goal, to improve communications between student government leadership and the rest of the students, was being accomplished through a community page on Blackboard, with improvements being implemented with the help of Dr. Azzam-Gomez.

Ms. Quere also reported the SGA had been active in campus engagement, in particular concerning the midterm elections, and were awarded a Civic Communication Award for Community Colleges by the SUNY Student Assembly as a result. She stated she had also served on the SUNY SA as the Deputy Director for Campus Safety, with a focus on advocating for reinstating State budget funding for tele-counseling on campuses that do not have adequate services; she reported that at the last minute the State put it back in the budget. Other issues being worked on were adding Title IX subscripts to syllabi, and a resolution to get NARCAN to all campus public safety across SUNY schools and into all SUNY residence halls, through the Department of Health; the resolution was recently approved and is part of Governor Cuomo's budget and supported by a bill introduced by Senator Amedore.

Chair Sanders congratulated Ms. Quere on the work she is doing. Trustee Morgo asked what the biggest issues on campus currently are. Ms. Quere replied that the SGA sees priorities differently from the student body because they are more involved with the administration, but among the students, food service is always the number one issue. Trustee Morgo asked if students were happy with the services. Ms. Quere was diplomatic in her reply and said some services were more appreciated than others, stating she'd rather save it for the Food Service Committee. Chair Sanders commented that she felt Ms. Quere had a legacy to join the Board eventually. Trustee Bost added there was also a student present, Sam-Karis Oghenekome, who was looking at how the Board is structured in consideration for a run for Student Trustee next semester. Asked about the recent Albany trip, Trustee Bost stated Dr. Adams had covered it in his report; Chair Sanders noted that Trustee Bost was there in Albany.

Christopher Williams gave the Foundation report. He said the Foundation had a wonderful opportunity to start a great tradition at the College, the Battle of Long Island, with the men's and

women's basketball teams, the Suffolk Sharks and the Nassau Community College Lions. He reported that many volunteers from across the community were involved in the event, where the College hosted a reception and the games, and the amount of energy that was felt in the gym was overwhelming. He asked the Board's approval and consent to make it a new tradition.

Mr. Williams reported on three new scholarships which had come in since the last Board meeting, and gave background and commentary on them. The Michael Francis Cunningham Memorial Scholarship for Student Veterans was established by Theresa Dereme, Assistant Dean of Student Services and Counseling, in her father's name, and will provide \$250 a year to a student Veteran. The Anderson Helms Holmes' Family Memorial Endowed Scholarship was established with a generous gift from the Second Vice President of the Board of Directors of the Foundation, Leslie Anderson, who provided an endowed gift to honor her family members and to provide funds for students who have critical financial need and who may not be eligible because of their immigration status for other financial aid. The Inez Martinez-France Memorial Scholarship for Excellence in Teacher Education, established by her parents when Inez, a Suffolk alum, lost her battle with illness, will advance future teachers in our community, providing \$500 annually to students committed to becoming an educator.

Mr. Williams stated the Foundation is finding scholarship opportunities for Suffolk's students as often as possible, including partnering with the Suffolk Federal Credit Union which provided \$35,000 in scholarships annually for the students. He mentioned the Foundation would honor the Credit Union at the Golf Tournament on June 24th, and announced there would be a pre-event raffle for PGA Championship tickets at Bethpage in May, with all proceeds going toward scholarship funding. He suggested the Foundation might bring in some of the student scholars who have received these awards to share their insights with the Board at the next meeting. Chair Sanders added that anyone who did not want to golf could still attend the reception, a great opportunity to meet and mix with the people who support the students.

Trustee Canary gave the Governance Committee report. He stated per the committee's request from the January 14th meeting that Deputy General Counsel Ashley Pope reached out to College governance to have an additional meeting regarding the mandatory SUNY consensual relationship policy. College faculty governance representatives from the three campuses met with Dr. Beaudin, Dr. Adams, Title IX Coordinator Christina Vargas and DGC Pope to discuss various scenarios and proposed language for the policy and establishing the position of the faculty on developing such a policy, in order to ensure the adopted policy is protective of students and respectful of employees. Feedback from College governance and from students was reviewed, and DGC Pope was asked to reach out to SUNY requesting an extension of their March 1st deadline to have the adopted policy in place. This was granted, and a final version of the policy will be proposed for adoption in the coming months. Ms. Pope stated the College was not the only institution finding it difficult to develop a policy. Trustee Canary thanked Ms. Pope and Ms. O'Connor for their efforts. He stated agenda items for the March Committee meeting would include continuation of the review of the consensual relationship policy and, reviewing the operational functions of the Center for Social Justice and Human Understanding.

Trustee deLeon-Lopresti reported the Personnel Committee had not met. Chair Sanders suggested that her committee start looking at the evaluation document.

Trustee Morgo reported for the Budget and Finance Committee. He stated his report was a prelude to the important March trustees meeting, at which the trustees would have to make key decisions on what increase to request from the County sponsor, and what amount to increase tuition, if any. He reviewed that the College has raised tuition almost 25% in the last five years, with the largest increase ever being last year's increase of \$350. Another point for discussion would be the use of the College's reserves, if any. Trustee Morgo stated at \$16 million the College is at 12-13% of the operating budget, already under the 20% recommended by Middle States. Bridging the \$11.4 million budget gap for the 2019-20 operating budget must be discussed. He reviewed the four sources of revenue: State, County, tuition and reserves, and emphasized the State was most contradictory as it passes resolutions every year to make their obligation inoperative and does not honor it. He thanked Kevin Peterman for bringing that issue up with the State during the Albany visit. He discussed how the State aid is tied to FTEs, and that the College would not know the Spring semester enrollment numbers until March 15th.

Trustee Morgo reported there has been some positive movement from the Chancellor, who is calling for a floor proposal that ensures schools do not get less than the prior year no matter what happens to tuition. He asked Ben Zwirn and Kevin Peterman to report on their advocacy efforts with the State during their recent trip to Albany. Mr. Zwirn reported that he, Mr. Biondo and Mr. Peterman had dinner together the first night to discuss issues, and he and Mr. Biondo had dinner with Senator LaValle, ranking member of the Higher Education Committee, the following night, to get ideas from him. Mr. Zwirn explained that Toby Ann Stavitsky, the new chair of the Higher Education Committee, has Queensborough Community College in her district and would be sensitive to community college issues, but with CUNY holding the Chair position, the fear is that most of the resources might go toward CUNY schools. He said CUNY is asking for a \$250 FTE increase. Mr. Zwirn reported they contacted Senator Stavitsky's office to let them know they supported the CUNY request, but were also very supportive of the Chancellor's floor funding position which is gaining support in the Higher Education Committee. He stated NYSUT is now committed to working with the State Legislature to come up with an actual proposal that they could vote on, then Suffolk would ask for floor funding, plus a small increase in FTE funding - \$125. He said it is hoped the College will benefit by working both strategies.

Mr. Zwirn stated that because of the weather the students' trip up to Albany was canceled but they would try and get Senator LaValle, Senator Flanagan, Senator Martinez, and Senator JimGaughran, who is now on the Higher Ed Committee as well, to come to the College, have a meeting with the students about some of the financial issues, and perhaps get some nice media coverage, as well. The College has made presentations to the County but never to the State legislators en masse, and Mr. Zwirn thought they would appreciate attending a presentation with student leaders clearly articulating some of the issues.

Mr. Zwirn reported that one issue discussed in Albany was infrastructure money; the Governor did put the infrastructure money the College needed in his budget, and the County matched it - \$5 million in total. Mr. Zwirn had also asked that the College be considered for reducing or eliminating the MTA tax, over \$400,000 a year; while many of the Long Island school districts no longer have to pay it, the College still does. Out-of-county charge backs were another issue, over \$14 million a year that Suffolk County taxpayers pay out of the County commission to FIT and Nassau Community College. A new proposal to pass the County contribution on to the towns

based on the number of students they send to Suffolk County Community College so far hasn't happened, but the County is in a budget crisis, and Nassau County has done this in the past. The rent reimbursement the State makes to the College for renting space, now about 50%, is being considered for reduction due to revenue shortfall and could also negatively impact the College.

Mr. Peterman spoke about team efforts to hammer out the details of a hybrid fund, the new funding formula, and NYSUT legislative and planning staff met with SUNY leadership to get specifics into the language. He reported that just days before, they announced they had come up with that language and would put forth the bill. He stated if that gets accepted, the College will have the floor of FTE funding, about a \$125 increase. He reported NYSUT's staff would be visiting every senator and assemblyman to advocate for it. Trustee Canary asked if it was a stand-alone bill or a pledge of language. Mr. Peterman said he believed it would be a stand-alone bill, and would share details with the College and his colleagues when he had them.

Trustee Morgo urged the Board members to advocate and support the floor funding. He said the College lost a strong supporter because Senator LaValle is no longer Chair of the Higher Education Committee but he did speak with Senator Gaughran, the only member of the Senate delegation to Suffolk who is on the committee, and it would be interesting to see what the suburban delegates do. He stated if they support this bill it will be a good sign for the College and other community colleges.

Chair Sanders asked Trustee Morgo to provide the Board with talking points. Trustee Morgo said he would work with Mr. Zwirn and Mr. Peterman on that, but the strongest talking point was the incredible job the College does, helping first generation college students turn around their lives.

Trustee Morgo said the College would know whether or not it would get the \$125 increase before the Board would have to make a decision in April about what amount to ask for. He made the point for the students who were present that the Board does not raise tuition lightly, in fact they agonize over this very difficult decision. He reported that discussion was raised at the committee meeting that not all students pay full tuition because of TAP or Pell grants and that Dr. Adams would prepare a report for the April meeting on what students actually pay.

Trustee Morgo reviewed that the County aid is not tied to FTE students, and the decision on what to ask for would be made in April; obviously the more aid received from the State and County, the less need to rely on reserves. He said one of the things the Committee talked about was that it was imperative that the College share how the College is making decisions with the State legislators, and mentioned particularly the presentation about what happens at the institution when costs are going to increase. He said the entire Board was very impressed by the research and detailed reporting of this presentation, and this should be shared with both the County and State legislators. He announced the committee would meet early in March because there would have to be more than one meeting before April, to present recommendations to the Board on the amount to ask of the County, and to decide on any tuition increase or use of the reserves.

Trustee Canary stated it was encouraging to see that the County sales tax numbers were unexpectedly good and that the Supreme Court decision on the online sales should help the College, as well, because that is a big part of the County's revenue. He also commented on the

passage of the Dream Act, but Dr. Adams and Mr. Biondo clarified that it had been passed too quickly and had to be withdrawn to redo it and resend it for another vote. Dr. Adams said he was surprised to see that the \$27 million allocated to the Act would be coming from private donations, not just the State as originally thought. He reported the College has also been advocating for removal of the affidavit requirement; many of the undocumented students are nervous about having to fill out an affidavit as the College might be compelled with a court order to release those documents to ICE. Dr. Adams added there are also efforts to make TAP and Excelsior money available to undocumented students, which he believes would increase enrollment and create a path from the ESL program to credited community college programs. Dr. Adams stated he believed it is the moral thing for the College to pursue, pointing out that about 10% of the students pay double tuition because they are fearful of filling out that affidavit. He said the College has an undocumented student task force, and they are trying to do everything they can.

Trustee Morgo reminded Dr. Adams that the Budget and Finance Committee would be looking for a report on the Excelsior scholarship at the March committee meeting, which might mitigate the pain of a tuition increase.

Trustee Canary had nothing to report from the Facilities Committee.

Chair Sanders moved to the Executive Committee report combined with the Chair's report. She stated they met the previous Tuesday to discuss the agenda and items of interest which would be presented at this Board meeting. She reported she was very pleased with the collaboration of bringing the students and the community to understand what advocacy really looks like, and was happy to see students at the Board meeting and getting involved in the governance of the campus. She thanked Dr. Adams for arranging the trip to Albany and for all he does.

Chair Sanders expressed how proud she was of the Association audit and how much it has improved, with the work of Dr. Adams' office and the oversight of the Board. She reported on a bi-county committee that had been formed within the last 30 days by the two County Executives and former Congressman Steve Israel as the Chair, to look at whether the communities are prepared locally to deal with the real human impact of a federal government shutdown. The aim is to bring community leaders together to plan some type of a rapid response, so no one should go hungry or be worried about tuition. She said one of the things the task force is looking at is what role Suffolk County Community College could play. She said the task force would be producing a document and she would share it with EVP Petrizzo when she had it.

The Chair reported on the Association of Community College Trustees Legislative Conference which she and Trustee Pagdanganan had attended. Chair Sanders attended the advocacy training; she summed it up by saying it is all about relationships, and related it to the new people in the State Assembly with whom the College would have to build relationships to ensure they advocate for Suffolk. Trustee Pagdanganan gave a summary of her experience there as a new trustee and said it was a great opportunity for her to meet the 30-40 new trustees there and hear the presentation on best practices, and strategy of, again, relationships. The presenter, the president of Montgomery College, stressed communications between the president and the board of trustees throughout the speech, and also for the new trustees to take time to learn, absorb and

listen, and understand the importance of building relationships. She thanked Chair Sanders and the Board for the opportunity to attend.

Chair Sanders announced the next round of ACCT training would be in October in San Francisco, and she would send out the information and suggest certain workshops, suggesting the new trustees take advantage of it. With that the Chair concluded her report.

EVP Petrizzo interjected that, on the resolution that had the scrivener's error, there was a discrepancy between what was on the resolution and what was on the backup. The backup number was used to confirm the resolution but it was then discovered it was the backup that was wrong and the resolution was actually correct. He clarified that the backup was the December bill and not the January bill, and asked the Chair to make a motion to reconsider Resolution 2019.06 and then upon reconsideration, adopt the original resolution. Trustee Morgo so moved. DCG O'Connor clarified that the resolution would be amended with the correct backup which will be provided by VP Vizzini's office. Trustee O'Connor seconded. With all in favor the motion carried.

Chair Sanders moved on to the President's report. EVP Petrizzo gave the President's report. He shared details on Congressman Suozzi's, County Executive Bellone's and County Executive Curran's press conference on workforce task-forcing, which he and Trustee O'Connor had attended that morning. This well-attended conference was put together to form a task force to create synergies within and among people who needed training for employees, and the trainers and unions that do the training. He said the task force was not formed, but volunteers were requested, and there appeared to be a good response to the Congressman and the County Executives. EVP Petrizzo stated the College would be very interested in being involved because of its focus on workforce issues and the present difficulty of identifying what companies need in real time.

EVP Petrizzo reported the Congressman was very specific in asking that the task force be formed in 90 days. Trustee O'Connor added Congressman Suozzi also wanted a report in 90 days, and explained that the task force would be charged with sorting through the various grants that exist among the multitude of organizations and identify how they can be better organized to train the people needed. He commented that the facility they met at was the Composite Prototyping Center in Plainview where they do a lot of training. Trustee O'Connor reported that Mr. Stuart Bienenstock had said part of the facility would be moving to the former Dowling campus in Shirley, along with some of the technology, to expand it to a larger facility. Trustee O'Connor was excited to hear this and thought the College would have an opportunity to partner with them and provide training, rather than building facilities itself.

Trustee Morgo asked if businesses were represented at the conference. Trustee O'Connor replied there were several, but probably not as many as should have been there. He said it was more attended by government representatives. Trustee O'Connor stated he was there representing his bank, having gotten involved in the manufacturing organization to help with funding as part of their role in the community, to help them run programs with high schools and other institutions to teach the basics of manufacturing. He said he would like to see the College explore that

public-private partnership opportunity. EVP Petrizzo agreed the College was interested in the entire scope of what had been discussed, and had volunteered to join the task force.

Trustee Morgo commented that years ago when he was Commissioner of Economic Development, the biggest issue for manufacturers and business was lack of training, lack of work force, lack of quality hires. Some wanted to relocate because of expense but stayed because of the educated work force here. Trustee O'Connor stated it is at critical levels now, with companies not being able to deliver because of the lack of workers, and so cooperation is growing among public and private entities. He and EVP Petrizzo agreed the College's shortfall of students could be made up by addressing the needs of the businesses. Trustee O'Connor reported part of the discussion was taking the stigma away from BOCES programs and getting back to that model.

Trustee deLeon-Lopresti stated that in her experience in workforce development, one could train all the workers needed, but they would then leave because they could not afford to live here. EVP Petrizzo said he had just heard the same thing at the conference from one of the businesses the College trains workers for. Trustee deLeon-Lopresti added there is always community opposition to any kind of workforce housing. Trustee O'Connor thought there was greater acceptance today for family housing and the 55 and over communities.

EVP Petrizzo stated there was good momentum behind the press conference, and a good feeling coming out of it. He continued his report by stating the College had hosted the new SUNY Provost and asked Dr. Beaudin to speak about it.

Dr. Beaudin gave some background on Dr. Tod Laursen, who is doing a tour of SUNY campuses throughout the State. He reported that 40 administrators had lunch with him, then about 120 faculty and students listened to him as he spoke about his vision. Dr. Beaudin said he was wonderful, and had a lot of positive things to say about some of the initiatives the College is working on.

EVP Petrizzo then introduced Assistant Dean Arlene Jackson to give a presentation on the Continuing Education Program at Suffolk Community College. Trustee O'Connor interjected that the subject of Continuing Education programs the College and other community colleges provide had come up at the conference today in a positive light.

Dean Jackson began her PowerPoint presentation by noting that Continuing Education has long provided educational opportunities to very diverse populations, including middle school, high school, college, people who come to the programs through the brochure, and through various grants. She ran down the number of students in each of these categories, with the total number of students served at 7,086.

Dean Jackson gave a brief synopsis of the programs. STEP (Science and Technology Entry Program), funded through the U.S. Department of Education, is in six partner schools in Suffolk County. Liberty Partnerships Program, also through the Department of Education, is strictly in Longwood School District to assist an at-risk population there to ensure they stay on course and either graduate high school or go into the workforce. The Hampton Bays School District Child

Care Development Associate Program, in the district for two years, has 12 students. The Driver's Education Program has over 1300 students. The College level CSTEP program (Collegiate Science and Technology Entry Program) has students doing research, with their work being published.

Ms. Jackson showed that the College gets most of its Continuing Education students through the brochure which offers a wide variety of programs, with Driver's Education being the biggest, and Culinary Arts growing since the program has been redeveloped. She reported through the CTEA grant-funded Ophthalmic Technician Program, 85% of the students finishing that program are employed, and of those that aren't, some, like student Paul Mansfield, come to the College as full-time students looking to transition to the Nursing Program. The College is getting the Surgical Technician Program up and running, scheduled to open in April of this year. The SUNY Workforce Development Grant, part of the Continuing Ed department for over 13 years, works with agencies who serve the physically and developmentally challenged to provide training for those agencies.

Dean Jackson reviewed other special programs, including the Alliance Program for those who work with the physically and developmentally challenged, which pays for students to transition to credit programs. The TASC Program, formerly GED, draws 1180 students. TechHire Health IT, funded by the U.S. Department of Labor, is shared with cybersecurity and the advanced manufacturing team at Suffolk.

Dean Jackson presented photos of STEP students on field trips, their favorite being the cadaver lab at Stony Brook University Medical School, and at the Long Island STEM Diversity Summit at Farmingdale State College, as well as at a statewide conference in Albany last year, where the students took second place in their division. CSTEP students were also shown at their statewide conference at Lake George last year, one of whom earned honorable mention, and LPP junior high school students were shown visiting the Advanced Manufacturing Center and the Radio and TV Departments at the Grant Campus.

Other grant-funded programs mentioned were the Adult Literacy Education Program which provides the TASC instruction in tutoring; support for under-served communities of Central Islip, Mastic Beach, Patchogue and Center Moriches; and the HSE Test Administration grant. Dean Jackson noted that the statewide CSTEP and STEP programs were charter members of the first programs here in New York State.

Dean Jackson summarized why Continuing Education is essential to the College. She stated the department provides accessibility and affordability to the non-traditional student, and gives students a chance to acclimate to school and possibly transition to full-time attendance. She also stated that through the department, the College is adept at meeting community needs, citing the Community Spanish Program for the Suffolk County Police Department requested by Police Chief Stuart Cameron, and scheduled to begin mid-March. Another example of the College meeting community needs is its development of the Community Health Worker and the Surgical Technician Programs, high-needs programs based on Department of Labor statistics.

Trustee Morgo asked if the Community Spanish Program would include all police officers with students. Dean Jackson replied it would start out at headquarters then go out to the precincts. Chair Sanders and Trustee Morgo both reported that Chief Cameron spoke Spanish very well at events they attended.

Dean Jackson listed goals for the department for 2019-20, to increase enrollment and revenue. These included making the Surgical Tech Program available to the general public; expanding the Community Health Worker Program by 2%; developing the Community Spanish course; exploring the Sterile Technician Program for possible inclusion; and developing new training for new workforce partners. She concluded with 2017-18 statistics showing the Continuing Education Program brought in a little over \$3 million.

Trustee Morgo asked what the cost of the program is. Dean Jackson was not sure, nor was VP Vizzini, but Dean Jackson stated the program was always in the black. Chair Sanders thanked EVP Petrizzo for a good choice of presentations.

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Chair Sanders moved to Roundtable. Trustee Morgo repeated what he often discussed with the Chair and with Trustee Lindsay Sullivan, that his committee was not as inspiring as something like Continuing Education or the Student Success Committee, but he urged the Board when they got the talking points mentioned earlier to reach out to State and County Legislators to ensure the College has an operating budget.

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Chair Sanders requested a motion to enter into Executive Session to discuss the employment status, discipline, suspension, dismissal or removal of a particular employee, and stated there would be no business conducted after Executive Session. Trustee O'Connor so moved, Trustee Coverdale seconded, and with all in favor, the motion carried.

Chair Sanders announced there would be no further business conducted after Executive Session.

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The Board of Trustees meeting was adjourned at 5:39 p.m. The Board of Trustees next meeting is March 21, 2019 at 4:00 p.m. in the Lecture Hall of the Montaukett Learning Resource Center on the Eastern Campus, in Riverhead, New York.

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Respectfully submitted,
Gordon Canary
Secretary