

SUFFOLK COUNTY COMMUNITY COLLEGE  
SUMMARY MINUTES OF THE BOARD OF TRUSTEES MEETING  
LECTURE HALL, MONTAUKETT LEARNING RESOURCE CENTER  
EASTERN CAMPUS, RIVERHEAD, NEW YORK  
MARCH 21, 2019

The meeting was held on Thursday, March 21, 2019 at 3:00 p.m. in the Lecture Hall of the Montaukett Learning Resource Center, on the Eastern Campus in Riverhead, New York.

PRESENT:

Theresa Sanders	Chair
Jim Morgo	Vice Chair
Gordon Canary	Secretary
Denise Lindsay Sullivan	Trustee
E. Christopher Murray	Trustee
Shirley Coverdale	Trustee
Belinda Pagdanganan	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
Mary Lou Araneo	V.P. for Institutional Advancement
Carol Wickliffe-Campbell	Chief of Staff

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The meeting of the Board of Trustees was convened at 3:09 p.m.

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

Chair Sanders requested a motion to enter into Executive Session to discuss the employment, status, discipline, suspension, dismissal or removal of a particular employee. Trustee Morgo so moved, Trustee Canary seconded, and with all in favor the motion carried. (*Whereupon the Board of Trustee entered into Executive session from 3:09 P.M. TO 4:02 P.M.*)

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Chair Sanders moved on to the recognition of guests. Trustee Bost recognized Michelle Wilcox, the president of PTK for the Eastern Campus.

Chair Sanders called for a motion to adjourn the Board of Trustees meeting and convene the Board of Directors meeting at 4:03 p.m. Trustee Lindsay Sullivan so moved, Trustee Murray 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 4:07 p.m. Trustee Lindsay Sullivan so moved, Student Trustee Bost seconded and the motion was approved unanimously.

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Chair Sanders requested a motion to approve the minutes of the February 21, 2019 Board of Trustees meeting. Trustee Morgo so moved, Trustee Coverdale seconded, and Trustee Lindsay Sullivan abstained. The motion to approve the minutes was approved.

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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 February 28, 2019 are trending consistent with previous reports. The College is projecting a potential revenue shortfall of \$4.1 million, of which \$3.6 million is tuition and \$426,000 is in fees. The College continues to be fiscally prudent in controlling expenditures to mitigate the shortfall.

VP Vizzini said the Budget & Finance Subcommittee of the Board has worked hard to determine what assumptions will be used to develop the 2019-2020 budget for consideration by the County and SUNY. The specifics of this will be shared during the sub-committee reports by Vice Chair Morgo.

VP Vizzini then moved onto item 6 of the resolutions which adopts the College wide financial statements. She said a representative from the Bonadio Group was present to answer any questions regarding the financial statements. VP Vizzini said she was pleased to report that once again the College has received an unqualified opinion, indicating that the College's financial statements and the supporting documents were an accurate representation of the College's financial position as of August 31, 2018. Additionally, the College has been compliant with all applicable accounting principles and practices and all financial transactions were 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 weakness, internal controls or noncompliance with laws and regulations that would materially affect the financial statements. The auditors found the College's internal control structures were sufficient to ensure in safeguarding of the College's assets and limit the College's exposure to loss. VP Vizzini then thanked that staff of the Business and Financial Affairs department, in particular Sara Gorton and John Bullard, Associate Deans of Finance, for their professionalism and support in assuring that the College operates in compliance with governmental accounting requirements and practices.

VP Vizzini then introduced Tim Doyle, a partner with the Bonadio Group, for some comments on the audit. Mr. Doyle first thanked the College's management staff for being ready and diligent in being prepared and responding to all of the auditors' requests. Mr. Doyle noted that the College's auditors report was categorized as unmodified. An unmodified opinion is the highest level of assurance that an auditor can give, it means that they were able to obtain sufficient evidence to support the statements of activities. Mr. Doyle added that they did note no material weaknesses or significant deficiencies in the College's internal controls. Additionally, in that report they are required to report under compliance of laws and regulations, grant contracts that

could have material effect on the statement. They noted no noncompliance in those areas, another positive for the College.

Lastly there is a third report from the auditors. This report is on the College's uniform guidance of the federal grants audit. They tested this year's student financial aid cost which is the College's largest program and standard. The College qualified as a low risk auditee, meaning that in the last two years, the College did not have modified opinions on the financial statements or the single audit did not have any material weaknesses or significant deficiencies. He concluded by saying the College had all very good results on the audit.

Chair Sanders thanked Mr. Doyle for his report and VP Vizzini and her team for their hard work.

VP Vizzini then reviewed the resolutions that had a financial impact. Item number one is the monthly sponsor services payment for health insurance, \$2.6 million. Item two is the budget transfers, \$180,000 is the projection for Cenergistic's share of the savings for the remainder of the year. The second transfer is \$15,000, to replace a piece of cooking equipment at the Captree Commons, Grant Campus.

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Chair Sanders called for a motion for the approval of College Resolutions 2019.13 to 2019.18. Trustee Murray so moved, Trustee Canary seconded, and the motion was approved unanimously.

**RESOLUTION 2019.13 - 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 \$2,639,690.17 for the month of February 2019 (*Attachment I*) are hereby approved by the Board of Trustees.

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**RESOLUTION NO. 2019. 14 - 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.

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**RESOLUTION NO. 2019.15 - Accepting a Grant Sub-Award from the Research Foundation for the State University of New York (SUNY) for a Project Entitled “Strong Start to Finish”**

**WHEREAS**, Suffolk County Community College has received a grant sub-award in the amount of \$25,000 from The Research Foundation for the State University of New York (SUNY) for a project entitled “Strong Start to Finish,” for the period of November 30, 2018 through February 15, 2021, and

**WHEREAS**, this project supports development of a continuing education course for high school seniors and community college undergraduates that provides instruction on how to learn effectively in the online modality, and provides faculty with professional development on co-requisite developmental /gateway courses, and

**WHEREAS**, matching funds are not required, be it therefore

**RESOLVED**, that a sub-grant award in the amount of \$25,000 from The Research Foundation for the State University of New York (SUNY) for a project entitled “Strong Start to Finish,” for the period of November 30, 2018 through February 15, 2021, is hereby accepted, and the College President or his designee is authorized to execute a contract with the administering agency, upon such terms as shall be approved by the College’s Office of Legal Affairs.

Project Director: Paul Beaudin, Ph.D.

Note: No full-time personnel

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**RESOLUTION NO. 2019.16 - Approving a Major Change Order and Amendment to the Contract for the Construction of the Health and Wellness Center on the Eastern Campus**

**WHEREAS**, Sea Crest Construction Corp. was awarded a contract (“Contract”) to construct the Health and Wellness Center (HWC) on the Eastern Campus, and

**WHEREAS**, work which was not anticipated under the terms of this contract or shown on the design drawings is required, consisting of drainage and water supplies for future 3- compartment sink in warming kitchen; one additional Siamese connection as per the Fire Marshal; reconfigure exterior site lighting at southern end of building; upgrade three hose bibs in locker rooms; install site lighting foundations; install a disconnect switch on the emergency power feeder; change data labeling to reflect revised room signage; additional receptacles required for pool scoreboard; additional power for future events in the gymnasium; site lighting controls; credit for elimination of fire dampers; door changes adding one permanent mullion, 5 access control points and one

hollow metal door; painting the roll up door guides; upsizing the pool CO<sub>2</sub> tank; and additional anchorage required for the curtain walls, and

**WHEREAS**, at this stage of the construction the College estimates that sufficient contingency funding remains for the unanticipated work to keep this project within budget, and

**WHEREAS**, the additional work described herein increases the contract with Sea Crest 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 \$63,511.49 to the Contract with Sea Crest Construction Corp. for additional work to be performed for the construction of the Health and Wellness Center on the Eastern Campus, is hereby approved, and be it further

**RESOLVED**, that the College Executive Vice President is authorized and empowered to execute the necessary documentation, as approved by the College's Office of Legal Affairs, reflecting the change order and the nature of the additional work so authorized.

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**RESOLUTION NO. 2019.17 - Authorizing the Acceptance of a Gift from the Suffolk Community College Foundation**

**WHEREAS**, the Suffolk Community College Foundation, Inc. is the recipient of a donation of automobiles from Brown's Chrysler Dodge Jeep Ram Automotive in Patchogue and Competition Subaru in Smithtown, consisting of the following:

**From Brown's:**

2008 Town and Country, valued at \$4,200  
2012 Fiat, valued at \$3,600

**From Competition Subaru:**

2014 Subaru Impreza, valued at \$8,225.00  
2010 Subaru Impreza, valued at \$2,825.00

**WHEREAS**, the Foundation wishes to further donate these automobiles 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 these vehicles for instructional purposes in its general program, be it therefore

**RESOLVED**, that the Board of Trustees hereby authorizes the College's acceptance of the above-specified automobiles, with a total value of \$18,850, from the Suffolk Community College Foundation, Inc., for use in the College's Automotive Technology Program.

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**RESOLUTION NO. 2019.18 - Accepting the Independent Auditor's Report for the Fiscal Year Ending August 31, 2018**

**WHEREAS**, Suffolk County Community College contracted with the independent CPA firm, Bonadio & Co., LLP, to perform an annual audit of financial operations, and

**WHEREAS**, Bonadio & Co., LLP has submitted an independent audit report to the College, and

**WHEREAS**, the Vice President for Business and 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 independent audit report prepared by Bonadio & Co., LLP for the fiscal year ending August 31, 2018.

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Chair Sanders called for the Committee reports, starting with the Governance Committee. Trustee Canary stated that the committee had discussed the latest draft of the Sexual and Romantic Relationships Policy, distributed by Deputy General Counsel Ashley Pope, which included comments from the three campus governance leaders, and the requirements being mandated by SUNY. The committee was informed that the College's vendor contracts include provisions regarding nondiscrimination and any complaints received regarding a vendor's conduct are addressed appropriately with those vendors and not through this policy. Trustee Canary asked Mr. Peterman, President of the Faculty Association, to review and comment on the draft prior to the next Governance meeting, when they will refine the final draft.

Trustee Canary reported that Trustee Morgo requested that the review of the operational functions of the Center for Social Justice and Human Understanding be tabled until after the College's budget has been passed for the 2019-2020 academic year; the committee agreed. He stated Deputy General Counsel Alicia O'Connor and Chief Diversity Officer and Title IX Coordinator Christina Vargas informed the committee about a new policy proposed by the LGBTQ task force which will permit employees and students to identify a name other than their legal name to be used at the College. The April committee meeting agenda will include the review of the Sexual and Romantic Relationships Policy and distribution and review of a draft of the Chosen Name Policy.

Trustee Lindsay Sullivan gave the Student Success Committee report. Dr. Beaudin spoke to the committee about OER, Open Educational Resources, a grant-funded program that would allow students to get textbooks and materials needed for their classes for free. She stated the College is currently the third largest user of the program out of the 64 SUNY colleges. She explained that in addition to books, teachers get to produce supporting documents, articles and other tools which are then shared among everyone that uses the program.

Trustee Lindsay Sullivan reported the committee had also discussed commencement and the new ticketing system where students can choose which of the two ceremonies to attend and print out four extra tickets; the feedback has been positive. She stated there has been minimal interest in the plan for transportation of Eastern Campus students to the ceremony at Grant. The Trustee announced there would be a master calendar of all ceremonies as the school year comes to an end which would be shared with the trustees in case they would like to attend.

The committee also discussed a new online program, College Scheduler, which allows students to enter in any conflicts in scheduling their classes, which will give the College a better sense of discrepancies in timeframes assigned to classes. Online courses was another topic of discussion; these are becoming more popular and Trustee Lindsay Sullivan suggested the College might need to expand this to offer more courses, to attract students from outside the County to take the courses, and to increase out-of-State tuition income. The Trustee also reported on the Evening Common Hour that was started on the Eastern Campus. The lecture series offers topics of discussion useful and relevant to students, which helps to build community and increase retention rates.

Trustee Murray commented on the OER program, stating that the cost for his child's books went from \$1000 to about \$100 through the program. Trustee Lindsay Sullivan pointed out the program also meets the needs of students where many of them are—on the computer.

The Chair announced there were no reports or updates from the Personnel and Facilities Committees, and asked for the Budget and Finance Committee report.

Trustee Morgo reported the March meeting was in full attendance and supported by 10 members of the administration as they discussed what to recommend for the 2019-20 Operating Budget based on assumptions of State and County aid, the tuition increase, if any, and use of the reserves, if any. He stated the committee recommended VP Vizzini assume \$100 per full-time equivalent student for State aid; a 3% increase from the County; a \$250 two-semester tuition increase; and the use of approximately \$3.9 million in reserves. He explained this will leave a balance of \$10.6 million or 4.72% of the operating budget, well under the recommended amount.

Trustee Morgo recapped that VP Vizzini had informed the committee of the unmodified financial report and he congratulated her and her team for that, and that they had looked deeply into the number of students who received financial aid versus how many students actually pay full tuition, books, fees etc. He stated about 56% of students pay in full, and pointed out while some students are impacted a great deal by increases in tuition; other students are affected very little because of Pell, TAP, and other need-based grant programs. The committee also heard VP Vizzini's report on the budget gap for 2019-2020, now \$11.8 million, and how to fill that gap.

Trustee Morgo gave an overview of where the State and County stand regarding assumed contributions, the effects of decreasing enrollment and how enrollment tied to FTE State contribution is not sustainable, and the perils of continuing to use reserves. He urged all the trustees to contact their State representatives to push for the \$100 FTE contribution, and the 3% County contribution.

Mr. Zwirn explained how things had changed in the State Senate, Assembly and Higher Ed Committee with the recent election, and stated the College's efforts need to be with the Senate for now. He recommended reaching out to Senators Gaughran and Martinez, and keeping it simple and uncomplicated by concentrating on the \$100 FTE ask, and tackling other issues later.

Trustee Morgo reported that in discussing tuition increase, each of the four committee members had different ideas and ranged from zero to a \$450 tuition increase recommendation. He stated the determining factor was the use of the reserves again this year, and in addition, that the College has considerably less cash on hand. He stated Student Trustee Bost had suggested if the students and parents knew there would be a modest increase every year they could plan for it. Trustee Morgo said the College had tried to get a commitment for a known increase each year from the County but that had not worked out.

Student Trustee Bost stated he was joined at the meeting by student leaders and students who battled the decision of a tuition increase in the last cycle, and did not agree to an increase this year. He said he recognized that the work of the Board must go on and that despite his vote the resolution would go through, but wanted to go on the record to say that the students of Suffolk County Community College do not support an increase in tuition and as their advocate on the Board, he would not support it either.

Trustee Lindsay Sullivan stated she was a mother and an advocate every day and like the rest of the Board, she is never looking to increase tuition. She asked Trustee Morgo how many students benefit from financial aid. Trustee Morgo replied it was an extrapolation that if 56% pay full, 44% get some financial aid. Trustee Lindsay Sullivan asked if there was an update on the Dream Act, which, as she last understood it, would make Dreamers eligible for TAP grants, with a scholarship attached for students with one or two immigrant parents, to be funded in the Governor's budget.

Mr. Zwirn explained that the bill had passed too quickly and had to be withdrawn and rewritten, and that the fund they intended to use to pay for it had no money in it, so the bill has not been adopted yet. Trustee Lindsay Sullivan said that was very disheartening, and stated that paying full tuition does not necessarily mean the student is financially stable.

Trustee Murray stated it is a no-win situation, having no control over the State and County and faced with declining enrollment, but he felt the committee came to the best fiscally prudent balance, and said the College cannot run its reserves down to a point where it becomes a liability. Trustee Morgo recalled that Trustee Murray had said at the meeting the College may get to a point where it has to cut positions because the financial picture is unsustainable. He agreed the College could not continue to use up its reserves. He stated at the next meeting in early April they would at least know what the College would be getting from the State. He asked Mr. Biondo if the figures representing how many students were getting financial aid were definite. Mr. Biondo answered the numbers had gone back and forth and he was not sure what was correct. Trustee Morgo said it would not affect what the recommendations are anyway, but would be good to know. He again encouraged the Board to advocate, and use the students to advocate for aid.



Trustee Canary observed that every year the College tries to put together its budget with all the unknowns, this year including whether the Dream Act gets funding, and how the increased family eligibility for the Excelsior program would impact enrollment. Trustee Lindsay Sullivan asked VP Adams to confirm that Excelsior provides only \$5,500 a year, and Dr. Adams stated that was correct, and it only covers tuition, frozen for the year they come in, and does not cover increases in fees and books. Mr. Zwirn added the Assembly put \$15 million in a budget line to deal with that issue through a new Martin Luther King scholarship fund. The Chair thanked the Committee for their leadership on this complicated problem and for urging advocacy. Trustee Morgo stated how vital VP Vizzini is to this difficult process.

Student Trustee Bost gave his report. He stated in his role of representing the students, he was happy to invite several student leaders to be part of the meeting and to speak about some of the projects they are working on. He introduced Christopher Topper, the SGA President for Ammerman, Natalia Fernandez, SGA President on the Eastern Campus, Kaitlin Gambina, candidate for Student Trustee, and Michelle Wilcox, the PTK president and president of the Honor Society. He asked Ms. Fernandez to give her presentation.

Ms. Fernandez reported one project underway was to stock all restrooms with menstrual products by collecting donations, with the hopes that the next SGA will continue and have the entire campus fully stocked next year. She stated the SGA was also revising their constitution, to be finished in the following weeks and voted on in the April elections. Other events and projects were a Deans' Night lecture series to bridge a connection between students and administration; plans for a tri-campus Health and Wellness Center kickoff; plans for a graduation reception for Eastern Campus students; and in April, plans for an SGA Goes Green event.

Trustee Morgo asked Ms. Fernandez if she planned to call her State Assemblyman. He urged her to organize students to call their State Senators and Assemblymen to help keep down tuition, something that would have tangible, practical effects for student government. Ms. Fernandez agreed.

Ms. Wilcox reported that the PTK hosted a program for Evening Common Hour on digital dependence and social connection, with a lively discussion on issues surrounding the new digital age. She said it was standing room only, and a great success. She stated they also hosted a 5K fundraiser in October and when they were unsuccessful donating the money to Long Island Wins, they set up a scholarship for an ELL student who will be transitioning into a matriculated student, to be recognized at the annual graduation gala May 8<sup>th</sup>. Ms. Wilcox stated that PTK is scheduled to speak with the Deans over spring break to get their projects off the ground. Upcoming events include scholarship workshops April 22<sup>nd</sup> to 25<sup>th</sup>; the PTK New York Regional Conference in Syracuse with representation from all three campuses; and the Catalyst Convention in Orlando, FL, April 5<sup>th</sup> through 7<sup>th</sup> with eight Eastern Campus students and one advisor attending. She ended by stating they would be calling the NYS senators as soon as possible.

Dr. Diaz gave the Foundation report. She stated the Sister Mary Ann Borrello Helping Hand Fund was recently established to recognize Sister Mary Ann's more than 45 years of service to the College community and her 60 years as a member of the Dominican Sisters of Sparkill. She

explained the fund – which provides emergency support to students facing financial crisis, preventing them from continuing their enrollment at the College - has been receiving lots of donations. An event in the Sister’s honor and to support this fund would be held on the weekend.

Dr. Diaz also announced the establishment of two brand new scholarships. The Alex Amato Spectrum Scholarship, put together by faculty member Erica Amato and her husband Frank, was established to honor their autistic son, Alex. The McNamara Family Scholarship for Excellence in Business and Accounting was established by Robert McNamara, a 2001 alumnus of the Business and Accounting Program at Suffolk. That family believes that Suffolk was truly transformative for this alum and has decided to give back. Dr. Diaz stated both these are \$1000 scholarships which, in these difficult times, will be well received by the students.

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Chair Sanders moved to the Executive Committee report combined with the Chair’s report. She gave her commitment to the students that the Board, in trying to come up with a budget that is fair and equitable for everyone, would be prudent and responsible but, at the same time, sensitive to the financial conditions of the families served, and would continue to try and keep any tuition increases down and reasonable.

The Chair spoke about the excitement of Commencement and the impact it has on transforming the lives of those graduates and their families, making dealing with the budget and other difficult issues worth it. She thanked the Board, the faculty and the staff for all their efforts and support. She offered special prayers for the families of the Ethiopian jet crash and the New Zealand mass murders in the mosques. She shared that she had learned at the Long Island Islamic Center that the word “mosque” is a slur based on the word “mosquito” and said she would like to learn how the real name, “masjid,” is pronounced. She stated everyone should be using the correct pronunciation based on the culture, and that we are never too old to learn.

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Chair Sanders moved on to the President’s report. EVP Petrizzo gave the President’s report, highlighting some upcoming key events. EVP Petrizzo reported that last Tuesday was Professional Development Day at the College. The event was well attended with about 487 participants. He thanked the Faculty Association and the Guild for their help in getting the turnout. The subject was student retention and the program was well received. He also thanked Dean Gherardi and the Professional Development Day Committee for their work in putting the program together. The College is also working on a ribbon cutting ceremony/grand opening for the Health and Wellness Center on the Eastern Campus. He encourage those who had not had a chance to tour the building to do so. EVP Petrizzo added that the College received a notice from the Suffolk County Department of Economic Development. There will be a Public Hearing on the future of rapid transit bus service on Nicolls Road on Tuesday April 2, from 6:30 to 8:30 at the Babylon Student Center on the Ammerman Campus. The County Executive’s State of the County address is scheduled for April 17th on the Grant Campus. He noted if anyone had trouble registering for that event to let him know.

EVP Petrizzo called upon Dr. Adams for some introductions. Dr. Adams said before introducing the day’s presentation he wanted to announce that the College has ten student Chancellor Award Winners. The students will be honored in Albany on April 24th.

Dr. Adams then introduced Ms. Tania Velazquez, the College's Director of Career Services for an update on the College's Career Services department.

Ms. Velazquez began by reviewing a survey from the National Association of College and Employers in 2018. The survey interviewed employers and lists the skills that they are looking for in their candidates. She said that in order for the College's students to have these skills to be employable, to be successful in the workforce, these are the skills that they need to now enforce and be creative in how they meet the students where they are at. The first thing that she has decided to do with her team is to keep in mind that all three campuses are to have the same mission. They have done this through their marketing efforts. The department has internship postcards that are mailed out to individuals every semester to students that qualify to take the College's internship classes. Other marketing efforts include a spotlight on internships in the Career Focus newsletter and every semester they do a College-wide newsletter; it's written to connect with the faculty and demonstrates the work that they can do together. The department also markets the Purple Briefcase, an online career portal that was purchased through a grant that is available to current students and alumni. Employers are able to open a free account on Purple Briefcase and they are able to post their part-time jobs and full-time jobs, as well as their internships.

Career Services has also been focusing on internships. As of Fall 2019, Humanities 130 will be offered on all three campus, this will give an opportunity, especially for undecided students, to take an internship and help them decide if this is the direction they want to go in. Other important on-campus collaborations for internships include the Criminal Justice department, Business and Accounting, Radio and Television, the Veterans Office and the Disabilities Office. Two new community partnerships have been established with the Long Island Ducks and the Suffolk Police Department.

Other initiatives included moving to industry-specific job fairs by campus, aside from the College-wide job fair that is typically hosted on the Ammerman campus. Some of the programs having the industry-specific job fairs include the Automotive Tech Program, Business, Chemical Dependency, Criminal Justice, and a Green industry fair. Career Services also provides trips for students to visit and meet with local industry partners. Some of the trips were to WBLI with the Radio and Television Program, a visit to National Grid with 30 students from the Engineering Program, Electrical Technology Program and Cybersecurity. Students were able to learn about the opportunities that are available to them in their specific industry. Ms. Velasquez concluded by saying they hope to continue the work of making relationships with employers and bringing back the opportunities to the College.

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Chair Sanders moved to Roundtable. Trustee Morgo congratulated fellow Trustee Denise Lindsay Sullivan for recently receiving the Excellence in Administration award from the Suffolk County Educational Services. He said the description of what Trustee Lindsay Sullivan does at Hampton Bays School District is phenomenal.

Chair Sanders said that on March 30<sup>th</sup> in Wyandanch Village, the Minority Millennials and the Urban League and some of other community groups are doing a recruitment effort for the Suffolk County Police Department. She noted the test is only offered once every four years and,

for some students, it is a great opportunity. However, some students have a limited opportunity because of the \$125 application fee. The recruitment effort will include scholarships to cover the application fee.

Trustee Canary referred to the College's Men's Basketball Team. He was sorry to have missed the Suffolk Nassau Community College game last month due to personal reasons. However, as someone who played basketball in high school, he said he appreciates the amount of hard work that goes into playing sports, and keeping up your academics. He noted the fact that the team was ranked number one going into the Rochester Finals was amazing. He said he took the opportunity to drive out the last day of the team's practice session and he, along with Dr. Adams, relayed the message on behalf of the Board how proud of them the College is and wished them the best going into the finals.

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Chair Sanders requested a motion to adjourn the Board of Trustee meeting. Trustee Lindsay Sullivan so moved, Trustee Morgo seconded, and with all in favor the motion carried.

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The Board of Trustees meeting was adjourned at 5:28 p.m. The Board of Trustees next meeting is April 18, 2019 at 9:00 a.m. in the Mildred Green of the Babylon Student Center on the Ammerman Campus, in Selden, New York.

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Respectfully submitted,  
Gordon Canary  
Secretary