

OFFICIAL BOARD OF TRUSTEES MEETING MINUTES

PROCEEDINGS AND VERBATIM DISCUSSIONS OF THE
BOARD OF TRUSTEES OF THE SUFFOLK COUNTY
COMMUNITY COLLEGE ON THE 17th DAY OF OCTOBER,
2019, AT 4:00 P.M., AT SUFFOLK COUNTY
COMMUNITY COLLEGE, AMMERMAN CAMPUS, LECTURE
HALL, RIVERHEAD, NEW YORK.

PRESENT:

LOUIS PETRIZZO, ESQ.

Interim President

GORDON D. CANARY, Trustee

GEMMA DELEON-LOPRESTI, Trustee

THERESA SANDERS, Trustee

KAITLYN GAMBINA, Trustee

E. CHRISTOPHER MURRAY, Chairperson

JAMES MORGO, Trustee/Vice Chairperson

1 [AFTER RECITATION OF THE PLEDGE
2 OF ALLEGIANCE, THE MEETING OF THE BOARD
3 OF TRUSTEES OF THE SUFFOLK COUNTY
4 COMMUNITY COLLEGE WAS CALLED TO ORDER BY
5 THE CHAIRMAN, E. CHRISTOPHER MURRAY, AT
6 4:15 p.m.]

7 CHAIR MURRAY: I would like to
8 ask James Keane to introduce a guest we
9 have today.

10 MR. KEANE: Good afternoon.
11 Thank you. On behalf of the Search
12 Committee, I am pleased to announce that
13 Dr. Mark Harris has accepted the
14 appointment for his position of vice
15 president for business and financial
16 affairs.

17 In this position, Dr. Harris will
18 serve the college as the chief financial
19 officer with responsibility for
20 developing and managing the college and
21 operating capital budgets in order to
22 support the institution's strategics,
23 priority and initiatives.

24 The appointment became effective
25 on Monday, October 7th.

1 Dr. Harris brings 19 years of
2 progressive senior leadership and
3 management experience with expertise in
4 implementing cost control, financial
5 modelling and cash flow management.

6 Since 2016 he served as vice
7 president for administration in finance
8 as a CFO at Mercer Community College in
9 New Jersey. Prior to that Dr. Harris was
10 the vice president and CFO for Cumberland
11 Community College in New Jersey.

12 Dr. Harris holds a doctorate of
13 business administration degree, an MBA in
14 finance, and BS in business management
15 all from Wilmington University in
16 Delaware.

17 Please join me in welcoming
18 Dr. Harris.

19 MR. HARRIS: Thank you very much,
20 Dr. Keane, Mr. Chair, Board of Trustees.
21 It's a pleasure and privilege to be here
22 with this fine institution and I take it
23 a great opportunity to really work with
24 the staff who really have opportunities
25 with students as their primary goal to

1 continue the success and I look forward
2 to sharing my expertise in working with
3 you to see how best to provide the
4 resources to ensure our students graduate
5 onto bigger and better things. Thank
6 you.

7 CHAIR MURRAY: I now request a
8 motion to adjourn the Board of Trustees
9 meeting and call the Board of Directors
10 meeting forward.

11 TRUSTEE SANDERS: So moved.

12 VICE CHAIR MORGO: Second.

13 CHAIR MURRAY: All in favor?
14 Opposed?

15 Then I request a motion for the
16 approval of minutes of the September 19,
17 2019 Board of Directors.

18 Motion?

19 TRUSTEE DELEON-LOPRESTI: Second.

20 CHAIR MURRAY: All in favor?

21 [WHEREUPON THE MOTION WAS MADE
22 AND SECONDED WAS VOTED ON AND CARRIED,
23 THE MEETING OF THE BOARD OF TRUSTEES OF
24 THE SUFFOLK COUNTY COMMUNITY COLLEGE WAS
25 ADJOURNED at 4:22 p.m.]

1 CHAIR MURRAY: I would like to
2 now introduce vice president of Student
3 Affairs, Christopher Adams, to present
4 the association financial.

5 MR. ADAMS: Good afternoon, Mr.
6 Chair, Members of the Board of Directors.
7 I'm happy to report the financials
8 September 1, 2019 to September 30, 2019.
9 We're operating in all of the various
10 cost centers in the positives and we just
11 received the first disbursement from the
12 college of student activity fee of
13 approximately is 1.5 million dollars.
14 We're expecting the second disbursement
15 to happen in a couple of weeks that will
16 make this whole, and I hope to be able to
17 report out at the December meeting where
18 we are, the financial outlook of the
19 association -- all of our needs are in
20 full swing. Our athletic programs are
21 almost wrapping up. Believe it or not,
22 the fall semesters sports are beginning
23 practice for the winter session. So that
24 all happens to be going very positively.

25 We have our first meeting of the

1 College Association Advisory Committee
2 made up of the Student Government
3 Association and other members across the
4 three campuses tomorrow. We also will be
5 meeting the Childcare Center Committee
6 will meet as well tomorrow afternoon. So
7 I hope to be able to give the report out
8 at the next meeting to be able to talk a
9 little bit more about the association.

10 Are there any questions
11 concerning the financials? Okay.

12 I also have two resolutions that
13 I would like to put forth for your
14 approval. We were looking for, because
15 of a resignation in our Childcare Center
16 at Ammerman Campus for a lead teacher,
17 I'm happy to report that we are
18 recommending Andrea Popalardo (phonetic)
19 as that candidate. Her resume was sent
20 to you on Monday or Tuesday morning, I
21 should say.

22 Do you have questions concerning
23 Andrea Popalardo?

24 Okay. Second resolution has to
25 do with the appointment of a manager of

1 dining services here, the cafeteria. If
2 you recall at the last meeting I asked
3 for the approval for the creation of the
4 position to replace existing director of
5 dining services who is retiring, that is
6 a college position, to help save money on
7 the college side. We decided to place
8 the position under the association. All
9 the other positions we have, everything
10 is run from the cafeteria out of the
11 association. We have a committee. We
12 did a full search and we are recommending
13 to this Board that Vanzerlos
14 Calcaras (phonetic) be selected as the
15 candidate for the position.

16 Are there any questions
17 concerning this candidacy?

18 TRUSTEE CANARY: CIA graduates,
19 so we're going to have some gourmet meals
20 at the cafe?

21 MR. ADAMS: That's our hope as
22 well. I think for our students, we're
23 looking to really up the ante in our
24 dining services. We're sorry certainly
25 for Mary Ryder's done a really great job

1 over the last 18 years and the work she's
2 done, but we're also looking forward to
3 the new person coming in and benefitting
4 our students when it comes to our dining
5 services.

6 CHAIR MURRAY: Any other
7 questions?

8 I request a motion for the
9 approval of association resolution
10 numbers 2019.8A11 to 2019.A12.

11 TRUSTEE SANDERS: So moved.

12 TRUSTEE CANARY: Second.

13 VICE CHAIR MORGO: Second.

14 CHAIR MURRAY: Any discussions?

15 All those in favor?

16 Any opposed?

17 Motion.

18 So now I request a motion to
19 adjourn the Board of Directors meeting
20 and call the Board of Trustees meeting to
21 the Board.

22 TRUSTEE DELEON-LOPRESTI: So moved.

23 CHAIRMAN MURRAY: All those in
24 favor? Any opposed?

25 [WHEREUPON THE MOTION WAS MADE

1 AND SECONDED WAS VOTED ON AND CARRIED,
2 THE MEETING OF THE BOARD OF DIRECTORS OF
3 THE SUFFOLK COUNTY COMMUNITY COLLEGE WAS
4 ADJOURNED at 4:35 p.m.]

5 CHAIR MURRAY: So we're now in
6 the Board of Trustees meeting. First I
7 would like to request a motion for the
8 approval of minutes of the September 19,
9 2019 Board of Trustees meeting.

10 VICE CHAIR MORGO: So moved.

11 CHAIRMAN MURRAY: Second?

12 TRUSTEE SANDERS: Second.

13 CHAIRMAN MURRAY: All those in
14 favor?

15 Any opposed?

16 [WHEREUPON, THE MOTION MADE AND
17 SECONDED WAS VOTED AND CARRIED.]

18 CHAIR MURRAY: At this point I
19 would like to introduce vice president of
20 business financials, Mark Harris to
21 present the college budget, college
22 financials.

23 MR. HARRIS: Good afternoon.

24 So presented to you are the
25 financials for fiscal year of '19, which

1 would have ended August 31st.

2 So based on the report that, we
3 presented, the revenue and expenditures
4 projections are --- reports that were
5 submitted in August. And also based on
6 enrollment.

7 For fiscal year '19 the college
8 continued its approach where we were
9 fiscally prudent and effectively managed
10 the positions and really -- on variable
11 costs in our best to reduce the deficit
12 that we have. We also implemented some
13 best practices to really see how sister
14 institutions were doing it or some best
15 practices in the industry to see how best
16 to manage those costs.

17 So the primary goal of doing that
18 was to mitigate a 4.2 minimum deficit as
19 a shortfall off revenue based on the
20 decline for the year and on August 31st.
21 We don't have the final results yet, but
22 currently in the process of going through
23 the external audit reviews, which will
24 end and present to the Boards by December
25 31st. So that will tell us exactly where

1 our fiscal management end of -- some of
2 cost mitigation. So want to report back
3 to the Board next month to see how we're
4 progressing on the audit to see where we
5 are.

6 With respect to the operating,
7 fiscal year '20, unfortunately we're
8 seeing that same challenges persist with
9 enrollment of being under decline.

10 So when we last presented the
11 reports earlier this week, we were
12 showing about a 5.4 percent decline in
13 head count, but as of yesterday and with
14 additional students in the Beacon
15 Program, showing about a 3.1 decline in
16 head count. In terms of the effect that
17 it has on a revenue right now is about
18 2.2 percent. So as a result of that, the
19 same mechanisms that we put in place for
20 last fiscal year to control some of the
21 variable and FIS costs we're putting in
22 place right now or we're mitigating them,
23 whether or not it's personal, traveling,
24 other cost itself. So what we will do in
25 conjunction with managing or really

1 looking at where the enrollment is going,
2 those costs, best to close the gap. So
3 my team and I will be working with the
4 cabinet members so we can improve on
5 reducing that deficit.

6 Any questions based on --

7 VICE CHAIR MORGO: You said we're
8 about a 3.1 decline.

9 MR. HARRIS: In head count. For
10 FTE we're a little bit 4.3 percent as of
11 yesterday's report.

12 VICE CHAIR MORGO: The budget
13 that was prepared and adopted for '19-20
14 putting in about a 3., what, 3.4, 3.5.
15 Was that head count or is that FTE?

16 MR. HARRIS: FTE.

17 VICE CHAIR MORGO: So it's a
18 little difficult to understand that.

19 MR. HARRIS: So one of the things
20 we do in terms of budget, we typically
21 budget in terms of FTE because of the
22 number of credits for full-time and also
23 part-time. So we really look at the true
24 impact, we're looking at internal FTE
25 reduction. But we still want to look at

1 the comparison with the head count to see
2 how the number of credits students are
3 taking, we change from semester to
4 semester.

5 VICE CHAIR MORGO: The FTE makes
6 sense because --- so tell me once more
7 where are we as far as FTE decline.

8 MR. MORRIS: As of yesterday,
9 based on the report and Beacon program
10 added, we're about 4.3 percent decline in
11 FTE.

12 VICE CHAIR MORGO: And budget is
13 3.5.

14 MR. MORRIS: As a result of that,
15 the mechanism that we put in place for
16 last fiscal year are the same mechanisms
17 that were implemented this year to really
18 manage or, especially variable cost and
19 some of the fiscal that we budgeted.

20 VICE CHAIR MORGO: I had asked
21 Louis to let me know when it would be
22 time for the budget financial meeting
23 with you, and I think it's maybe in the
24 next couple of weeks.

25 MR. PETRIZZO: I think Mark has

1 been here ten days. Time to get his
2 shoes under his desk.

3 VICE CHAIR MORGO: We have a very
4 nice -- we have never had any questions.
5 How about acting president, Mr. Petrizzo,
6 interim. How about you guys let me know
7 when you think it's appropriate?

8 MR. PETRIZZO: Absolutely.

9 VICE CHAIR MORGO: Other good
10 news for you, I'm giving up the chair of
11 the budget and finance and so there will
12 be a chair position to the Trustee
13 O'Connor that is going to be taking my
14 place.

15 CHAIR MURRAY: Of course he's not
16 here.

17 MR. PETRIZZO: I think that's how
18 he got to become chairman. He wasn't
19 here.

20 VICE CHAIR MORGO: Next to
21 student success by far.

22 CHAIR MURRAY: My question is
23 very similar to Jim's. But like I
24 understand, one percent decrease of FTE
25 means about a million dollars, a little

1 bit, so we're like .8 ahead of budget --
2 so we're talking about \$8,000.

3 MR. HARRIS: In terms of the
4 revenue portion. So really look at the
5 cost.

6 MR. PETRIZZO: We have to just
7 couch that in with the understanding that
8 a lot of the -- not a lot, but a number
9 of the credits that we're talking about
10 here are dual education credits, those
11 students are not paying the same fees as
12 regular part-time/full-time students. So
13 the rates there are third, maybe a little
14 less, about 25 percent. So the gap is a
15 little bigger than the numbers we
16 suggest.

17 CHAIR MURRAY: Any other
18 questions?

19 VICE CHAIR MORGO: The question
20 that, the issue that was presented to us
21 a couple of different times, a bunch of
22 finance, was the students who leave
23 without paying their tuition and the
24 efforts to re-couch at that position.
25 How is that -- is that progressing, are

1 we still?

2 MR. PETRIZZO: Oh yes,
3 absolutely, sure. We have an entire
4 program of notices to those students.
5 Eventually after a while they are
6 referred to our collection agents. I
7 think we have two at the present time.
8 And the collection agents are doing what
9 they can with that. They do collect a
10 fair amount of money each year, which
11 goes into the budget, and as you know,
12 each year those accounts receivable age
13 out and some of them have to be written
14 off, but we are very active in attempting
15 to collect that money. I think may have
16 read in Newsday recently. There was an
17 article in Newsday recently --

18 VICE CHAIR MORGO: Yes.

19 MR. PETRIZZO: -- about some funds
20 that were owed to the college that are
21 being paid. So you see our efforts
22 extend even beyond what we say here.

23 VICE CHAIR MORGO: It's very
24 impressive.

25 CHAIR MURRAY: Any other

1 questions? Thank you very much.

2 MR. HARRIS: I do have two
3 resolutions for consideration.

4 First resolution Suffolk County
5 insurance on a monthly. And then the
6 second one will be the budget transfers
7 and I just want to add that a transfer is
8 really reallocated resource being
9 approved budget items and there is six
10 and they're necessary to find the one
11 presidential search -- and to perform
12 additional maintenance work. So I submit
13 those for approval. Thank you.

14 CHAIR MURRAY: At this point I
15 like to request a motion for approval of
16 the college resolutions, numbers 2019.63
17 to 2019.70.

18 VICE CHAIR MORGO: Motion.

19 TRUSTEE SANDERS: Second.

20 CHAIR MURRAY: Any discussion?

21 VICE CHAIR MORGO: I just want to
22 mention because I wasn't at the Executive
23 Committee Meeting on Monday that I asked
24 both the chairman and the interim
25 president about the hour mark extension

1 for ten years and both of them showed me
2 how it was really for the college's
3 benefit. Amortization rate was reduced
4 and we got others as well and I think --

5 CHAIR MURRAY: I think the
6 general consensus was doing a good job
7 and there were some financial benefits
8 into the contract.

9 VICE CHAIR MORGO: Sounds like a
10 good year.

11 TRUSTEE DELEON-LOPRESTI: I need
12 to stand on my vote for that.

13 MR. PETRIZZO: That's a problem.
14 You need six votes.

15 VICE CHAIR MORGO: Can I go on?

16 CHAIR MURRAY: You need six
17 votes.

18 MR. PETRIZZO: Need six votes for
19 anything to pass.

20 CHAIR MURRAY: What if I was like
21 four to two?

22 MR. PETRIZZO: It would fail.

23 CHAIR MURRAY: Well, with regard
24 to --

25 MR. PETRIZZO: Let's pull that

1 one out and vote the rest and then if
2 need to, we'll do an Executive Committee
3 interim approval.

4 CHAIR MURRAY: I'm going to ask
5 for a motion to amend the motion.

6 MR. PETRIZZO: Why don't we just
7 withdraw it and start over.

8 CHAIR MURRAY: Withdraw that
9 motion and ask for a new motion to
10 approve the college resolutions numbers
11 2019.63, 2019.6A and resolution 2019.70.

12 VICE CHAIR MORGO: Second.

13 TRUSTEE CANARY: From a time
14 perspective -- Sorry, Lou, you said
15 before we could do this by Executive
16 Committee Directive?

17 MR. PETRIZZO: Yes. We'll do it
18 by the Executive Committee temporary
19 approval pending the confirmation at the
20 next Board meeting.

21 TRUSTEE CANARY: Want to make
22 sure it doesn't screw us on any type of
23 date.

24 VICE CHAIR MORGO: We'll ratify
25 it at the next date.

1 CHAIR MURRAY: Any other
2 discussions on any of the other
3 resolutions? If not, I ask for a motion
4 -- all in favor?

5 Any opposed?

6 MR. PETRIZZO: 6-0.

7 CHAIR MURRAY: Next is Committee
8 Reports, Budget and Financing.

9 VICE CHAIR MORGO: Well, we
10 have -- I already mentioned both our new
11 financial president and to our interim
12 president I would like to meet as soon as
13 possible. I will be waiting to hear from
14 both.

15 CHAIR MURRAY: Student Success?

16 TRUSTEE GAMBINA: Meeting for new
17 athletic website, which would get
18 teachers, staff and students more
19 involved in sports. We're also trying to
20 and introduce Electronic Sports, Esports,
21 which is a game. It will allow students
22 not even on campus to participate, online
23 students will also be able to.

24 We also created a newsletter
25 through the Veterans Resource Center, but

1 all on-campus events and community
2 resources. The college has partnered
3 with Nassau Community College for
4 "Veterans Success Counselor" to help with
5 benefits outside the college, which
6 completely is paid for by the Veterans
7 Administration in Washington, D.C. The
8 Veterans Resource.

9 Dr. Beaudin indicated that
10 Dr. Daphne Gordon, along with
11 Professional Assistant Kenya Harvey,
12 launched the first of many seminars
13 presenting the programs of the
14 Entrepreneurial Assistance Center and the
15 Corporate Training Center on Friday,
16 October 11th.

17 Dr. Beaudin added that Assistant
18 Dean Deborah Wolfson and Assistant Dean
19 Lisa Calla have processed over 6,300 high
20 school enrollments (722 FTEs) This will
21 provide greater access to student success
22 in high school taking college courses and
23 allow to transfer work credits over as it
24 comes to college.

25 The college's online enrollment

1 is 4,675, and the Director of CIP, Dr.
2 Camille Karlson, will be giving a
3 presentation to the Board.

4 Professional Development Day was
5 held on October 8th and was attended 460
6 members of the faculty and Guild. SUNY
7 Chancellor's awards were presented to 12
8 recipients and Professor Emeritus status
9 was awarded three of the college's
10 retired faculty, included nationally
11 recognized speakers: Dr. Randy
12 VanWagoner and President of Mohawk Valley
13 Community College, spoke on the
14 importance of making courageous change
15 and the implementation of guided pathways
16 in order to transform students' lives.
17 Dr. John Hetts, a senior researcher from
18 the California system, spoke about the
19 importance of using multiple measures to
20 assess student placement. Both speakers
21 were very well received.

22 St. Joseph's College Signing
23 Ceremony, which I had the pleasure of
24 attending. It was a really nice ceremony
25 where we made a pathway for the college

1 associates in science degrees with the
2 computer science and human services for
3 them to get their bachelor's and master's
4 through St. Joseph's. More partnerships
5 are coming between Empire State College
6 and Iona College.

7 Presidential Search. VP Araeno
8 indicated that communications are being
9 drafted related to Presidential Search.

10 High School Student Online
11 Enrollment indicated that more and more
12 high school students are enrolling in
13 online classes, which are filling up very
14 quickly, percentage utilized in the
15 mid-90s. We were talking about opening
16 up more classes for not only high school
17 students, but older and adults with
18 children.

19 Counseling and Guidance. We
20 talked about having more counseling and
21 guidance so students can have -- talk
22 about where they want to transfer to, how
23 to join the job force. Internships. We
24 have been talking about an internship
25 with National Grid, which was successful.

1 We had the opportunity of updates,
2 emphasizing the ongoing work through
3 Achieving the Dream, Guided Pathways, and
4 the consistent effort of the faculty and
5 Administrators aiming to see students
6 earn a degree or certificate. And more
7 initiatives are underway.

8 CHAIR MURRAY: Thank you very
9 much.

10 Next on the Board of the
11 Governance Committee.

12 TRUSTEE CANARY: Thank you, Mr.
13 Chairman. The Governance met on October
14 14th. The Committee discussed the
15 Facilities Use Application submitted by
16 DECA, which is the acronym that stands
17 for Distributive Education Clubs of
18 America, for the Regional Competition in
19 Suffolk County. The group is requesting
20 use of 60 classrooms, the Babylon Student
21 Center and Brookhaven Gymnasium on
22 Wednesday January 8th of 2020, 7:00 a.m.
23 to 1:30 p.m.

24 Due to recent changes in the
25 Facilities Use Policy, this application

1 would require a waiver approved through a
2 resolution by the Board of Trustees.
3 Professor Nick Hoffman of the Business
4 Administration Department came to further
5 explain the competition and request of
6 the Board's consideration of a
7 fee-waiver. DECA is a global club for
8 high school students from 9th through
9 12th grades who compete by pitching their
10 invention of proposals, presenting
11 advertising and marketing strategies and
12 exploring all aspects of all of running a
13 business. The Committee has requested
14 from Dr. Adams and DGC O'Connor more
15 information regarding a level of
16 involvement required by college staff for
17 areas being requested and we will give
18 further to this request. And I would
19 just throw out the number of \$9,675 would
20 be the fee charged on our new reduced
21 level. And of course we're always
22 wrestling with this balance of the needs
23 to reimburse our staff for their services
24 versus enticement, bringing students on
25 our campuses, seeing our facilities and

1 we have to weigh that out. We have to
2 balance that out. So this is a clearcut
3 example. As I said before, the ink is
4 barely dry on a new policy we enacted and
5 here we are at the first waiver request,
6 which brings up the next point of us
7 having to establish a waiver policy.
8 That's something else we're going to have
9 to tackle as well.

10 We appreciate Nick Hoffman coming
11 down to talk with us. We said to him
12 that the Committee and the Board would
13 give us appropriate consideration.

14 DGC O'Connor informed the
15 Committee that the Viscardi Center has
16 opted to pay for use of the college
17 classroom in lieu of providing services
18 to the college as we discussed at the
19 last meeting, seeing if we could work out
20 some type of a quid pro quo agreement
21 with the Viscardi School, but they opted
22 to do payment of fees, and okay, that's
23 fine.

24 DGC O'Connor shared information
25 requested by the Committee at the

1 September meeting in regards to the
2 facilities usage by Cornell Cooperative
3 Extension of Suffolk County Peconic
4 Estuary Program. Again, some questions
5 we had about who are true bona fide
6 county agencies and who are contracted
7 agencies. So that's an example, one is
8 and one isn't.

9 Agenda items for the December
10 Governance Committee, we will not be
11 meeting in November. Continue discussion
12 on the DECA request for a fee-waiver,
13 discussion on the Mother Cabrini
14 Festival, not the statue, the festival,
15 or maybe the statue too, which has been
16 requested by Trustee Morgo. The review
17 of the Governance Committee meeting is
18 scheduled for 2020. Again, Monday,
19 December 2nd, 4:00 p.m., President's
20 Conference Room.

21 Any questions?

22 VICE CHAIR MORGO: The question
23 of county agencies, I think, is a
24 ballpoint and one of the things I've said
25 many times before, you consider how our

1 operating budget is reached, and the fact
2 that the students provide about four to
3 five percent of that operating budget.
4 Receiving revenues is not a bad thing,
5 because like any budget, we're talking
6 about revenues and expenses. And we
7 would like to have it somewhere close. I
8 think revenues for the use of our
9 facilities makes all the sense in the
10 world. And what troubles me, and I said
11 this to you both, is that if not -- by
12 the way, the cooperative extension has a
13 gala, has fundraising events, they're
14 independent on the county. If they only
15 have to do is go to see the chief deputy
16 county executive and say, Can I be signed
17 off -- also in college sign it -- and we
18 lose that revenue. So I think that the
19 discussion is very important.

20 And as far as Mother Cabrini, we
21 were moving towards a -- (inaudible) --
22 so I don't think we should just throw our
23 hands up. And although I ask some
24 uncountable questions. I'm looking for
25 uncountable truths.

1 TRUSTEE SANDERS: The only
2 comment I will add, you know, one of
3 things we talked about was changing
4 habits. People have gotten use of
5 facilities for free for years, so it's
6 very difficult. It's very difficult now.
7 It's different economic times for
8 everybody. And so we're going to take a
9 hit for this for a while to get used --
10 so, you know, we just have to stand tall,
11 but come up with appropriate and fair
12 policies for waivers.

13 CHAIR MURRAY: I think it's very
14 important for us to look at financially
15 how we gain more revenues and cut
16 expenses and it's just what we have to do
17 and I think we're acting appropriately --

18 THE COURT REPORTER: Can you
19 speak more into the mic?

20 CHAIR MURRAY: Sure.

21 When people use our facilities,
22 there is a cost of the college there, so
23 no reason why we should not get
24 reimbursed.

25 VICE CHAIR MORGO: And make

1 something.

2 CHAIR MURRAY: Yes.

3 Any other questions?

4 For the Personnel Committee?

5 TRUSTEE DELEON-LOPRESTI: The
6 Personnel Committee met earlier today
7 right here in the building at 2:45 p.m.
8 In attendance besides myself was Chris
9 Murray, Chair, Kaitlyn Gambina, Trustee,
10 Angelica Rivera, Assistant Vice President
11 of HR, and Ashley Pope as the general
12 counsel.

13 The Committee reviewed the
14 purpose of admission of the Personnel
15 Committee and its role with the respect
16 to advice as Board of Trustees on behalf
17 of evaluating the college president. The
18 Committee also reviewed the current
19 guidelines for the evaluation of the
20 president and accompanying appraisal
21 forms used to solicit input for the
22 trustees internal stakeholders and
23 external stakeholders. And the Committee
24 established goals for its review and
25 updated the presidential evaluation

1 process and the coming months including
2 identification and collection of
3 categories of stakeholder to provide an
4 assessment of the president's performance
5 and the nature of assessment of the
6 president's performance including
7 questions soliciting qualitative
8 feedback.

9 The Committee plans to discuss
10 the presidential evaluation process with
11 a full board at the Board of Trustees
12 retreat on November 13th. And the
13 Committee set a tentative date for the
14 next Personnel Committee meeting on
15 October 31st at 4:00 p.m. at the Michael
16 Grant Campus and the meeting was
17 adjourned at 3:40 p.m.

18 CHAIR MURRAY: Any questions?

19 TRUSTEE CANARY: So we're going
20 to get a little bit more in depth on the
21 review of the presidential search at the
22 retreat on the 13th?

23 TRUSTEE DELEON-LOPRESTI: Yes.
24 Solicit feedback from the trustees.
25 We're also going to hopefully be ready

1 with some best practices from other
2 institutions.

3 MR. PETRIZZO: We're talking
4 about presidential search or presidential
5 evaluations?

6 TRUSTEE DELEON-LOPRESTI: Evaluations.

7 CHAIR MURRAY: But we talked
8 about, there is kind of a synergy between
9 the two. We're going to have a new
10 president at some point in the future.
11 And I think the evaluation process, I
12 think, is something that should be formed
13 during the search process. And I think
14 they have both kind of starting new. But
15 we'll talk a little bit about the
16 retreat.

17 TRUSTEE DELEON-LOPRESTI: I want
18 to add too that the performance
19 evaluation should be tied into the job
20 description.

21 CHAIR MURRAY: Any other
22 questions? If not, I don't believe we
23 have a facilities report.

24 Foundation?

25 MS. DIAZ: Sylvia Diaz, I'm

1 Executive Director of the College
2 Foundation.

3 In light of Board Member
4 Pagdanganan's excused absence, I'm happy
5 to present the foundation has received
6 numerous donations in support of our
7 upcoming next week's solute to the gala
8 schedules for October 24th if you haven't
9 bought your tickets. I happen to have
10 invitations right here. You can jump
11 online and purchase tickets there as
12 well. We received, again, numerous
13 donations including from Laborers
14 International Union of North America, St.
15 Joseph's College of Suffolk PBA. Lots of
16 support from labor. Very, very excited
17 about that upcoming event.

18 This week in addition to the
19 upcoming gala, the foundation is the
20 flagship's sponsor to the college's
21 flagship sponsor of Making Strides
22 Against Breast Cancer. Two events
23 scheduled, one this weekend, at Jones
24 Beach State Park, had about 60,000 people
25 there and the foundation and the college

1 will be there represented. The following
2 Sunday, October 27th, we will be hosting
3 Making Strides Against Breast Cancer at
4 the East Campus. We expect about 4,000
5 people to converge on the walk in the
6 fight against cancer.

7 Additionally, the foundation
8 secured \$22,000 in additional matching
9 funds from the Richard & Mary Morrison
10 Foundation. Many of you know the
11 hardship funds that really spurred so
12 many other hardship funds for us and the
13 Morrisons continue to be very, very
14 supportive of student hardships at
15 Suffolk.

16 Last week the college and the
17 community at large mourn the loss of our
18 wonderful associate dean, Jane F.
19 Shearer. And while her friends and
20 family grieved, husband Doug and son
21 Bryce turned their pain into a shining
22 light really for students here at Suffolk
23 County Community College by establishing
24 the Jane F. Shearer Memorial Scholarship
25 Fund stating that it would be her wish to

1 help students be proudly supported
2 throughout her years of service to the
3 college. The funds are to be undoubted
4 for gratuity in the very near future to
5 benefit our students for many, many years
6 to come. And donations can be made
7 through a link that the family
8 established JFSFoundation.com or directly
9 to the college foundation, and we have
10 been communicating with the family on a
11 weekly basis to provide them updates on
12 how things are progressing.

13 I know our Board of Trustees,
14 Gordon Canary, wants to say a couple of
15 words on behalf of the trustees regarding
16 Jane. I'll turn it over to him now.

17 TRUSTEE CANARY: Thank you.

18 I know that we're all still
19 healing from the tragic loss of Jane, so
20 unexpected and so tragic. This
21 institution, the administration, all the
22 friends that she had here at the college
23 are going to miss her.

24 Jane and I go way back as kids
25 growing up in Babylon Village and my

1 brother was very close to the family and
2 to see Doug and Bryce at the wake. But,
3 again, in lieu of flowers, they have set
4 up this scholarship in Jane's name, so I
5 wanted to propose to my fellow trustees
6 is that we all pitch in \$25 and come up
7 with \$250 donation for that fund. And if
8 you all agree with that, we can, you
9 know, work out those arrangements. But I
10 think that would be a nice gesture on our
11 part to do that. And we will keep Jane's
12 family in our prayers and thoughts. She
13 will always be in our thoughts. And,
14 again, I know that I speak for all of us
15 when I say it was such a tragic loss for
16 all. Thank you.

17 CHAIR MURRAY: Thank you.

18 TRUSTEE SANDERS: Thank you,
19 Gordon.

20 CHAIR MURRAY: Any questions on
21 the foundation report?

22 Student Trustee?

23 TRUSTEE GAMBINA: First I would
24 like to introduce Griffin Gonzalez, the
25 Eastern Student Government President.

1 We're very excited about today.

2 I just want to mention something
3 that's gone on around campus. Between
4 the three campuses, many of the clubs
5 have held bake sales, fundraisers and
6 other types of events to raise money for
7 Breast Cancer Awareness Month. We also
8 want to spread awareness about world
9 mental health, so we had another
10 fundraiser, just one to open up the
11 discussion about how important mental
12 health is, especially on college
13 campuses.

14 We also encourage students to
15 vote how important it is for political
16 environment that we all register and not
17 only register but vote and trying to
18 spread that.

19 Monday, October 7th through
20 Friday, October 11th, we had spirit week
21 and we started planning Halloween
22 festivities, which included movies,
23 showings, costume contests, parties and
24 other activities to the following week.

25 And we would like to thank Mary

1 Ryder who runs the Peconic cafe on
2 Eastern Campus for what she's done for
3 the student body and organizations. She
4 really was a crucial part of many events
5 and she will be missed.

6 Yesterday was Transfer Day, so
7 students got to speak to different
8 colleges. We had a variety of different
9 colleges come to the campus during common
10 hours. It was really nice because it is
11 that time when we start applying in. I
12 was happy to see those colleges.

13 Lastly there was a Student
14 Government Leadership Conference at the
15 Culinary Center attended by student
16 government members -- (inaudible) --
17 during this conference all three student
18 governments shared ideas, goals and
19 upcoming events -- (inaudible) -- it's
20 nice that we will be working all
21 together, not only campus wide things,
22 but college wide things. And we want to
23 benefit the student body of as a whole,
24 all around.

25 And we look forward to all the

1 exciting events to come, Halloween and
2 the holidays.

3 VICE CHAIR MORGO: Approximately
4 how many colleges on Transfer Day?

5 TRUSTEE GAMBINA: At least 30.
6 We do it a couple of times a year. It's
7 all over.

8 CHAIR MURRAY: Any other
9 questions?

10 Thank you, Kaitlyn.

11 For the Chair's report, just a
12 couple of things. One, I would just
13 update you on the search process --
14 (inaudible) -- the Chairperson of the
15 Search Committee and appreciate that.
16 But the college head hired Isaacson
17 Miller as the national firm for the
18 search firm. He'll be helping out with
19 the process and venture a contract with
20 them and we're eager to get started.

21 On November 13th and 14th there
22 is going to be basically listening
23 sessions on campus for the faculty,
24 students and staff, which will be
25 facilitated by the search firm. And the

1 idea there is to get input from the
2 various constituencies as to what they
3 think or qualities that the president
4 should have and will inform the process
5 of developing a position description and
6 to go out and start recruiting
7 candidates.

8 I also believe they're setting up
9 a process to the website; is that
10 correct? Set up the process through the
11 website where they can also get feedback
12 with regard to the process and, as I
13 said, you know, criteria or the
14 qualifications that people think are
15 important. So if you can't participate
16 in some of the listening sessions, 13th
17 and 14th, it's going to be an ongoing
18 process in which they will get feedback.

19 And then once that is done and
20 once the formal position description is
21 created, we'll start recruiting
22 candidates to apply and start the
23 evaluation process. So we're moving
24 along and I have Theresa and Jim Gordon
25 who are also serving on the committee,

1 going to be a lot of work and I'm glad --
2 so that's what's going on with regard to
3 the president's search.

4 Want to talk briefly about the
5 Board Retreat, which is also on November
6 13th. We're trying to put together a
7 topic, as we said and we discussed, in
8 the Personnel Committee, we do want to
9 have a session with regard to college --
10 evaluation process. I think that's
11 something that takes some time to get
12 everybody's feedback with regards to it.
13 If the timing is good, we can revise that
14 evaluation process given our experience
15 and it can be something that ties into
16 the search process itself also. So that
17 was one topic.

18 Another topic I had suggested was
19 the trustees' role in fundraising and
20 lobbying and that I think it's important.
21 Advocacy, generally. So that was one.
22 That was a suggestion of mine. And also
23 I think maybe with regard to ethics that
24 trustees, you know, concerns, not
25 concerns but, educating regarding

1 conflicts of interest and how to address
2 if those come up and how they come up.

3 With that, I would also like to
4 open it up to any suggestions or if you
5 want to think about it and just e-mail me
6 or --

7 VICE CHAIR MORGO: Just a couple
8 of logistic. The retreat is the 13th.
9 Where?

10 MR. PETRIZZO: Grant Campus in
11 the boardroom.

12 VICE CHAIR MORGO: Starting at 9?

13 MR. PETRIZZO: Up to you.

14 CHAIR MURRAY: I usually do it in
15 the morning or right after lunch. And
16 we're going to be joined by the
17 foundation for it also.

18 VICE CHAIR MORGO: I want to
19 just -- I didn't think of it, but I think
20 Gemma's point, that the new evaluation
21 procedure has to be part of the job
22 description, I think. And I don't know
23 when we're going to post the job for the
24 president of the college, but you have
25 listening on the 13th and 14th and then

1 we have the new evaluation. How do you
2 think we'll come to a conclusion about
3 the new evaluation on the 13th?

4 TRUSTEE DELEON-LOPRESTI: It
5 would be ideal.

6 CHAIR MURRAY: That's what we're
7 hoping for, that's why we do think a
8 substantial part of the retreat will have
9 to be dedicated to that.

10 TRUSTEE DELEON-LOPRESTI: It can
11 also be tied to performance into the
12 compensation package and contract.

13 VICE CHAIR MORGO: When you said
14 that, I liked -- I said yes. And I don't
15 know how long it's going to take, but it
16 will be ideal.

17 CHAIR MURRAY: We're going to be
18 busy, but --

19 TRUSTEE SANDERS: Also that day
20 is going to be the day of the Chancellor
21 gives the BOT a charge, so we do have to
22 make time for that on the agenda.

23 MR. PETRIZZO: I think the theory
24 there was since you were meeting anyway
25 that that charge would take place on that

1 same day.

2 Just on the point of start time
3 and end time, what we had proposed was an
4 8:00 a.m. to 12:30, but the 8 a.m. would
5 be breakfast starting at that time. You
6 could start your meeting at 9 or 8:30,
7 whatever is convenient.

8 CHAIR MURRAY: I think the
9 earlier the better because I do think
10 there is some things we have to address.

11 VICE CHAIR MORGO: Lou indicated
12 we have to get the social, for want of a
13 better word, out of the way at the
14 beginning.

15 CHAIR MURRAY: Let's do 8:00 and
16 shoot for 8:30 for the start.

17 MR. PETRIZZO: So breakfast at 8
18 and start the session at 8:30. Is that
19 what you're proposing?

20 CHAIR MURRAY: Yes.

21 TRUSTEE SANDERS: Based on what
22 we did in the past, we invited some the
23 legislators of the in at 8 and then we
24 were finished in a half an hour.

25 MR. PETRIZZO: There is no

1 schedule, so it's whatever you want.

2 CHAIR MURRAY: I would like,
3 generally, like to hear something from
4 you when I get the retreat back.

5 MR. PETRIZZO: Anything in
6 particular?

7 CHAIR MURRAY: You know, as I
8 said before, I think you're --

9 MR. PETRIZZO: I'd love to take
10 the opportunity to bring you up to speed
11 on everything that's going on.

12 CHAIR MURRAY: Any other
13 suggestions with regard to the retreat?
14 Trying to put this together, but we're
15 juggling a few different things and
16 trying to make it all.

17 TRUSTEE SANDERS: I know at the
18 end, like lunch we had, there were some
19 Cabinet level engagement, because we --
20 technically, we don't get to talk to
21 Cabinet.

22 MR. PETRIZZO: We have done that
23 in the past. If you'd like to do it
24 again, I am sure the Cabinet would be
25 happy to come and have lunch.

1 MS. O'HARA: Chair Murray
2 suggested on a phone call that since
3 Isaacson Miller would be there, they
4 would have lunch and with lunch -- it's a
5 tight schedule.

6 MR. PETRIZZO: It's a tight day
7 and there are a number of other events
8 going on that day also.

9 TRUSTEE SANDERS: Maybe shift the
10 Cabinet to the breakfast, have them come
11 in early. I just say it's valuable
12 because very rarely do the trustees get a
13 chance to talk.

14 CHAIR MURRAY: Right. So we'll
15 have the Cabinet come in for breakfast.
16 If there's any electives -- want to say a
17 couple of words, allow them to do that as
18 best as possible. And then we'll go
19 right into -- maybe shoot to aim for
20 first session like 9:00.

21 Anything else with regard to
22 that? That's my report.

23 MR. PETRIZZO: Just a couple of
24 quick items before we have Dr. Karlson's
25 presentation.

1 Student Trustee mentioned the
2 three degrees in five-year program with
3 St. Joseph's College, and I think that
4 that's really an unusual program that
5 hopefully will be a template for other
6 articulation agreements that we can do in
7 the future. Giving our students the
8 opportunity to go from high school
9 through associate's degree to bachelor's
10 to master's in essentially five years in
11 a unified kind of way is really unique
12 and it's a very unique opportunity to do
13 it in subjects like computer science,
14 math, forensic computing and human
15 services is also very unique. So I want
16 to thank Dr. Beaudin and the folks in
17 Academic Affairs for putting that
18 together because that, as I said, is a
19 tremendous opportunity for us, our
20 students and I hope our students get the
21 full opportunity to take advantage of
22 that. It's not only streamlining their
23 education, but we're keeping them here in
24 the County and we're keeping them local
25 and it's just a terrific program.

1 Thank you, Dr. Beaudin.

2 On October 22nd and 23rd, I'll be
3 in Albany, lucky me, I know. Those of
4 you who want to attend can come along.
5 We'll be up there for the Community
6 College President's Meeting on Tuesday,
7 the 22nd and the SUNY President's Meeting
8 on the 23rd.

9 November 1st, the State Senate
10 Standing Committee will be holding a
11 public hearing at Nassau Community
12 College to discuss the cost of public
13 higher education. We will be submitting
14 testimony. On that subject, we haven't
15 been invited to testify and testimony is
16 taken by invitation only, but we can
17 submit written statements. And I know
18 that Ben and myself and others will be
19 there to hear what the state senators
20 have to say on a topic that's very
21 important to us.

22 On November 13th, your retreat
23 day, is also the day that we're having
24 our Veterans Day ceremony on the Ammerman
25 Campus, so that will take place at 11:00.

1 That will be followed by a luncheon.
2 Obviously, if you're free, but you're not
3 going to be free, you're invited to
4 attend, we will have that ceremony on
5 that day to honor our veterans.

6 So that's all that I have to
7 report to you right now.

8 We do have a presentation on
9 online education by Dr. Camille Karlson,
10 the Director of Innovative Pedagogy.

11 Dr. Karlson, are you ready?

12 MS. KARLSON: Good afternoon,
13 everybody. Pleasure today to give an
14 update at what's happening at Suffolk
15 Community College in regards to online
16 learning. There is lots of activities.
17 It's really a quite exciting time.

18 So I just wanted to share right
19 now that we have multiple degree programs
20 available at 100 percent. There are our
21 AAS in accounting, our AAS in business
22 administration, our AA in criminal
23 justice, our AA in liberal arts and
24 humanity -- liberal arts and sciences and
25 humanities. It is the career writing

1 option, our English option and our
2 philosophy option and that's very
3 exciting. That enables the development
4 of the physical education classes online
5 as well as science courses and languages.

6 We currently have eight programs
7 offered at 75 percent and we have 17
8 additional programs offered at 50
9 percent.

10 So for fall 2019 we have online
11 student data, and I really -- Kaitlyn,
12 thank you, because you have given some of
13 those good numbers out already, so I
14 appreciate it very much.

15 So we had 628 students electing
16 to take all of their courses online in
17 the fall. We have 3,052 students taking
18 at least one course online and we have
19 4,675 seats occupied by online of this
20 particular semester. We have five out of
21 state students. We have students from
22 Florida, Georgia, Illinois, Massachusetts
23 and Virginia. And we have 387 out of
24 county students. Of those, 289 are from
25 Nassau County, 42 from the borough of

1 Manhattan and 30 are from Queens and the
2 rest are scattered throughout New York
3 State, which really expands our scope and
4 our reach on students that are
5 participating in our learning community,
6 so that's really, very exciting.

7 So we have this wonderful number
8 up in a store and that's 71.1 represents
9 the percentage of students in the
10 academic year of 2017-18 who earned an A,
11 B or C in their course. And if you look
12 at the graph, you can see a narrowing of
13 the disparity between on campus and
14 online and between 2015, '16 and 2017,
15 '18. We reduced the gap from eight
16 percent to 4.6 percent, and that's really
17 a tribute to our faculty and the
18 dedication that they give to our
19 students. So we're really very excited
20 about that. That's a stellar number for
21 online learning. Stellar.

22 So just a little bit of jargon
23 here. We are members of NC-SARA, so this
24 is the National Council for State
25 Authorization Reciprocity Agreement. So

1 what does this mean? This is now a
2 consortium across the United States and,
3 if I can share, we thought that this was
4 a typo, that this the commonwealth of the
5 North Mariana Islands that's located
6 4,000 miles west of Hawaii. They are not
7 part of NC-SARA, as well as California,
8 but this consortium that allows
9 institutions to deliver this consortium
10 across state lines. Before NC-SARA, the
11 program was called Program Integrity, and
12 each institution had to contact each
13 individual state to ask permission to
14 deliver distance learning, so you can
15 imagine how cumbersome that process was.
16 So this really just streamlines the
17 ability for students to really choose
18 where they would like to go to school.
19 So it's the college's aspiration to
20 become an open SUNY plus school. And
21 there are multiple benefits by becoming a
22 school in this particular category.
23 There are 20 campuses system wide that
24 have this designation by becoming part of
25 the SUNY plus school, we will get

1 optimization and search results, early
2 alert systems. They have provided
3 funding for marketing and tutoring in the
4 past, and really they are on the cutting
5 edge of new initiatives on online
6 learning.

7 So we have completed our Open
8 SUNY Institutional Readiness
9 Implementation Plan. We had a group of
10 about 20 stakeholders and then from that,
11 nine subcommittees who really created
12 measurable action plans around categories
13 and benchmarks where we see opportunity
14 for improvement.

15 We had Open SUNY enrollment
16 planning round table first meeting on
17 campus and that was October 7th. This
18 will ask us to create a scalability plan
19 so what does the future of online
20 learning look like here at Suffolk County
21 Community College. Once these processes
22 have been completed, we can apply to Open
23 SUNY plus designation.

24 So in regards to faculty support,
25 all faculty need to be certified to teach

1 in their each online hybrid modality. So
2 this is a 14-week exercise synchronous in
3 time and asynchronously done through the
4 Learning Management System, whereby
5 faculty work with our mentors in the
6 center -- to be building online and
7 hybrid offerings.

8 New for fall is the Advanced
9 E-Learning Faculty Academy where we are
10 offering national credentialing in
11 quality matters, which, again, is a
12 national benchmark of quality. And we
13 are also then giving the opportunity for
14 faculty to partake in really the latest
15 innovations as it relates to online
16 learning. So there is much to celebrate
17 in online learning here at Suffolk County
18 Community College. And it really has
19 been done in collaboration with so many
20 wonderful people. So we have recommended
21 three faculties from each one of the
22 campuses as Open SUNY online teaching
23 ambassadors. One of them even made a
24 trip to Syracuse in snow to accept that
25 award. And this particular month, one of

1 our faculty was invited as a guest
2 blogger. So that was a system wide
3 opportunity to reflect the best practices
4 that are happening here at Suffolk County
5 Community College.

6 In the Blackboard Learning
7 Management System, Teaching Series is
8 something that we are going to all three
9 campuses. Right now we are focusing on
10 SensusAccess and I will talk a little bit
11 more about that in just a moment. But
12 this would be an introduction to the
13 Blackboard, how to use the grade center,
14 how to build a test, a blog, whatever
15 really faculty you're needing in order to
16 best serve students.

17 Blackboard also has the ability
18 to build communities. And I would like
19 to refer to this as really a virtual town
20 meeting space. So it's all like-minded
21 people coming together to exchange
22 information, perhaps have discussions.
23 We started with one last year. We're now
24 up to 24, which really shows the need for
25 this. We are delivering Americans with

1 Disabilities Act ADA training on a
2 departmental level and we're really so
3 happy to be doing that. And then, again,
4 in collaboration with our librarians,
5 we're talking about imbedded
6 librarianship in online offerings. This
7 particular semester we -- the librarian
8 has ruled out live chat, which serves all
9 students, but in particular wonderful
10 service for online distance learners.
11 And we had the library tab added into
12 Blackboard so it's the seamless visit, if
13 you will, virtually for coursework to
14 your research.

15 We have identified an outsource
16 vendor for the provision of student
17 authentication and test taking. And I
18 know Ted has been so patient, so I thank
19 you so much, but they're ready to go as
20 soon as we're ready on our end, and we
21 hope to have that, I would think, by fall
22 of 2020.

23 And then we are also piloting a
24 use of Zoom for synchronous
25 opportunities. So Zoom would allow a

1 virtual face to face in realtime
2 engagement with either your faculty,
3 student to student, student to consult.
4 So, again, another way to form community
5 in the online environment.

6 In regards to student support,
7 Open SUNY is providing this online
8 readiness indicator free to the
9 institution, so it looks at seven areas
10 as strength and gaps, including such
11 things as lifestyle factors, so what are
12 your work commitments, how much time can
13 you dedicate, so you have to really be
14 real and that online may not be for
15 everybody. And so this really gives the
16 student an opportunity to really do it a
17 little bit of a self-assessment. Is this
18 going to be the pathway that that would
19 be most helpful to me. So it's life
20 factors, it's -- you're learning
21 preference. Is it audio, is it visual,
22 is it tactile, Is it a combination. Your
23 technical competency, something so simple
24 as you're typing speed, which we really
25 don't think about, but it's so necessary

1 in online learning.

2 This semester we had 30 faculties
3 who have agreed to deploy the assessment.
4 We have 42 unique courses, 90 sections
5 involved in this. As of last week we had
6 290 assessments, either started or
7 completed, so I'm really very pleased.
8 And I do hope it will be useful to
9 students. What this tool does provide
10 then is resources, which makes it
11 special. It's not something that's just,
12 you know -- this is what you scored or
13 this is the category you fall in. These
14 are some tools to help you to further
15 yourself.

16 We are very involved
17 institutionally with Voluntary Product
18 Accessibility Template, VPAT training.
19 So Jennifer Forney who is the director of
20 the Office of Disability Services really
21 says something very profound for me.
22 It's "We were expecting you." And by
23 framing those words, really what she's
24 saying is that we welcome everybody into
25 our community. So it's not that we are

1 reactive, but that we're being proactive
2 in helping you to be successful here at
3 Suffolk County Community College. So the
4 Voluntary VPAT is really a tool that is
5 submitted by vendors that gives their
6 assessment of the accessibility of their
7 software or hardware. And then that is
8 reviewed by the EIT Community, which is
9 an Electronic Information Technology
10 Committee, who really is looking to best
11 serve students and making content as
12 accessible as possible.

13 Related to this, the Center for
14 Pedagogy is very thrilled to announce
15 accept SensusAccess. SensusAccess does
16 two things: It converts information into
17 alternate formats. So if you have a
18 document, it can be converted into an
19 eBook or MP3 player so you can hear it,
20 and even has capability converting into
21 braille. It's available two ways, on the
22 portal, anyone can access it that way.
23 And it's also available as a tool within
24 the Blackboard Learning Management
25 System. So once -- if you use it,

1 SensusAccess through the portal, you'll
2 get an e-mail for the conversion. If
3 it's done through Blackboard, it's almost
4 instantaneous, so you can either have it
5 e-mailed to you or to see it, the
6 conversion, immediately. It also will
7 make documents more accessible. So
8 again, it's a step to help students with
9 material that they need in the way and
10 the way they need it. I think that's it.

11 Happy for any questions.

12 TRUSTEE SANDERS: Great. I'm
13 excited to hear about our move towards
14 online learning and all the support
15 mechanism.

16 Question, are there fees, like
17 with the PropertyView (phonetic) and
18 SmarterMeasure, are students charged an
19 extra fee?

20 MS. KARLSON: So SmarterMeasure
21 has no fee. And we have to have an
22 institutional conversation on the fees
23 for PropertyView.

24 TRUSTEE SANDERS: What about
25 accessibility fees?

1 MS. KARLSON: No. And there
2 isn't a limit on the amount of materials
3 that you can submit as well. And it's
4 available 24/7, which is really very
5 nice.

6 TRUSTEE CANARY: Thank you for
7 your presentation. Very exciting. We've
8 been talking about this for a long time.

9 So my question is, can a student
10 divide up his or her classes, some online
11 and some physically show up to the
12 classroom?

13 MS. KARLSON: This is a wonderful
14 question because there is a
15 differentiation between an online student
16 and a distance education student. So
17 someone who declares as a distance
18 education student is telling us that they
19 wish to complete all the degree
20 requirements online. If you're an online
21 student, you can choose to take courses
22 on campus, a hybrid course, online course
23 and choose the pathway and kind of
24 configuration that really best suits you.

25 TRUSTEE CANARY: I think it's

1 really intriguing to find out why a
2 student from Oklahoma would decide to
3 take a class at Suffolk Community
4 College. God bless them for doing it,
5 but I really would like to find out why.

6 MS. KARLSON: Absolutely. It
7 would be the degrees programs that we're
8 offering. I'm very interested in
9 students who may have attended Suffolk
10 County Community College and their life
11 circumstances have taken them to
12 Oklahoma, but now they can reengage with
13 us at a distance because of our
14 participation in NC-SARA as well as the
15 degree programs that we're offering at a
16 hundred percent. So that's really one
17 demographic.

18 The other one would be really the
19 adult earner who may want to come back to
20 college for a different career track or
21 needs some education for promotion, you
22 know, within their current position right
23 now, or our senior population. I think
24 you even mentioned this, that may just
25 want to come back to school for their own

1 personal enjoyment and growth. So there
2 is multiple possibilities with online.

3 TRUSTEE DELEON-LOPRESTI: I think
4 you also mentioned that you have the
5 capability of having a live instructor
6 with students?

7 MS. KARLSON: Absolutely. So
8 Zoom allows that and you can bring in
9 multiple students at one time. So we can
10 be using Zoom for office hours, for the
11 delivery of instruction, for a particular
12 content area that may be difficult. And
13 so you want to have some sort of review.
14 And so this is very exciting. It allows
15 you to see your desktop so you can share
16 content, both person who scheduled the
17 meeting as well as the person who is on
18 the other end. So it has wonderful
19 possibilities. And it also informs this
20 community, so it's forming an affiliation
21 with the institution. It's forming an
22 affiliation with the work that we do with
23 the faculty members and with students,
24 your classmates.

25 TRUSTEE DELEON-LOPRESTI: I was

1 wondering if you considered, if there is
2 even a need if there is a student, you
3 know, in the Riverhead area that wants to
4 have a curriculum that's only offering
5 Ammerman --

6 MS. KARLSON: That's a really
7 good point because research shows that
8 online distance education learners are
9 often geographically close in
10 geographical proximity to the institution
11 that they're attending. So absolutely.
12 We talk about even our high school
13 students now are out on eastern end of
14 Long Island when there might be an hour
15 commute back and forth, you know, to even
16 get to the eastern campus, online is
17 another possibility, another choice for
18 them.

19 TRUSTEE DELEON-LOPRESTI: Online
20 with a live instructor. Some kids don't
21 want completely online.

22 MS. KARLSON: Yes, absolutely.
23 That's a faculty decision based upon the
24 contents, but it's a tool that's
25 available.

1 VICE CHAIR MORGO: It's very
2 impressive. But in budget finance, we
3 discussed the fiscal -- Theresa, saying
4 not surprised by this, the fiscal
5 implications. Dr. Beaudin explained to
6 us during that meeting there was some
7 contractual obligations with, so one
8 would think that having an online course
9 would be less expensive than having a
10 traditional course with a classroom and
11 instructor, but it doesn't always work
12 out that way.

13 MS. KARLSON: Well, There are
14 some considerations. So first of all,
15 I'm going to start at the medial level
16 and it's almost now an expectation that
17 students have coming into higher
18 education, that this is available to
19 them. So we'll start there. But then
20 the offset of very real days would be
21 expense against fiscal resources. So you
22 don't have to provide air conditioning,
23 you don't have to provide heat, you don't
24 have to provide food services, you don't
25 have to provide security, you don't have

1 to provide lights, electricity. And so I
2 do think that there is a balance in that
3 kind of equation in regards to the
4 delivery of online.

5 MR. BEAUDIN: One of things that
6 we find too is that utilization in our
7 online classes is higher than utilization
8 in our face to face classes. So even
9 though contractually class size in online
10 modality is smaller, we have greater
11 utilization, meaning we have very few
12 sections in which there is an available
13 seat online. In the classrooms, we do
14 have some empty seats that are just not
15 utilized by students enrolled in the
16 class.

17 MS. KARLSON: So for the fall we
18 have 253 sections online at 92 percent
19 utilization rate, which I think is really
20 very robust.

21 VICE CHAIR MORGO: And depending
22 on their full-time or part-time, they pay
23 a tuition based on that?

24 MS. KARLSON: Mm-hmm.

25 TRUSTEE GAMBINA: I actually take

1 a hybrid online class, and I know that
2 for I to focus in class --

3 THE COURT REPORTER: Excuse me,
4 but I can barely hear you.

5 TRUSTEE GAMBINA: Easy subject,
6 so doing at my speed -- (inaudible) -- in
7 my hybrid in class, half online and I go
8 every two weeks for four hours. I take
9 it with my day. Every two weeks for four
10 hours. He's very interactive and
11 experienced. I feel like if you're not
12 taking it, it's different, but like I
13 experienced it and I would take the
14 hybrid again. You get that four hours in
15 class. I really like it.

16 MR. PETRIZZO: You spoke about
17 online not being for every student.
18 Maybe you can talk a little bit about
19 what we do for students who it's not for
20 or the --

21 MS. KARLSON: Absolutely. So we
22 do have an orientation available for
23 students to take a look at the use of the
24 Blackboard Learning Management System,
25 that's the system where all the courses

1 take place. So that's available to them.
2 We, again, the library tab is another
3 resource, the live chat resource is
4 available to students. And this is an
5 emerging area. We have our Open SUNY
6 Implementation -- Plan giving us -- we've
7 identified good measurable action plans
8 in regards to student support. So we are
9 definitely moving in that direction. But
10 it may not be for everyone, we have to be
11 real about that. And so that's really
12 why I like the SmarterMeasure Online
13 Readiness Indicator as well, well because
14 it really gives the student an
15 opportunity to do that self-assessment.

16 MR. PETRIZZO: When that
17 indicator indicates that the student is
18 not a candidate, what happens?

19 MS. KARLSON: It's their choice.
20 They will be an on campus student. But
21 we also have students who are already
22 enrolled in online and taking the Online
23 Readiness Assessment Indicator and really
24 saying that this is the pathway that I
25 need.

1 What online offers is flexible
2 scheduling. It offers time management
3 left up to the individual. You don't
4 need to get your babysitter. If it
5 snows, it doesn't matter. It offers the
6 ability to really plan how you're going
7 to manage your studies.

8 TRUSTEE GAMBINA: You can do
9 both. I do both. Depends on the course,
10 too.

11 CHAIR MURRAY: Any other
12 questions? Thank you very much.

13 MR. PETRIZZO: That concludes our
14 report.

15 CHAIR MURRAY: Round table,
16 anybody?

17 VICE CHAIR MORGO: I have a
18 question. I was pleased to see in the
19 media packet that the Sunrise --
20 (inaudible) -- Project received
21 considerable publicity, in the Weeklys,
22 anyway. And in the articles, the
23 \$10,000,000 commitment to the college for
24 the workforce training when energy was
25 mentioned.

1 My question is, has there been
2 any further discussions, do we see any
3 progress where that is going?

4 MR. PETRIZZO: There is a
5 scheduled meeting on November 15th to try
6 to flesh out where that's going. There
7 hasn't been a lot of progress on that
8 front. Part of the problem, as it's
9 described to us, has to be the fact that
10 the contracts themselves have not yet
11 been signed. As you might imagine, this
12 is a very large and complicated project.
13 The requests for proposals went out and
14 now the nitty-gritty of putting those
15 contracts together and hammering out the
16 rest of the terms of the agreement is
17 what's going on. I don't think they'll
18 be a great deal of progress until such
19 time as those agreements are executed.
20 But we are continuing to work within our
21 own group and with the other institutions
22 on Long Island, such as Stony Brook and
23 Farmingdale in order to get ready for
24 when Orsted and the rest of the folks are
25 ready for us.

1 VICE CHAIR MORGO: You think the
2 workforce training -- be part of the
3 agreement between Orsted and the State.

4 MR. PETRIZZO: We fully expect
5 that it will be. The discussions that
6 have been held since that time,
7 particularly with NYSERDA in the
8 presentations that they have included it.
9 So we do expect that that will be part of
10 the program. How that money will be
11 disbursed, the timing of it, whether it's
12 a lump sum or allocated over a period of
13 time, all that remains to be seen.

14 VICE CHAIR MORGO: I was happy to
15 see it in print and that made it more
16 real.

17 TRUSTEE CANARY: The meeting that
18 Lou was telling you about is sponsored by
19 NYSERDA. It was for manufacturers,
20 suppliers, trainings. All of that is
21 going to be discussed at that meeting, so
22 it's important to be there.

23 MR. PETRIZZO: November 15th
24 meeting.

25 VICE CHAIR MORGO: Thank you.

1 During this meeting, I was
2 thinking that we, at the beginning when
3 we discussed the students in arrears and
4 I approached it, as many of us did with
5 some jocularly, not talking about
6 athletics, but we approached it, and the
7 more I thought about it and the more and
8 every year it's a struggle to get a
9 balance budget. And the work that folks
10 do here in advocating with the county and
11 the state, this year we were a bit more
12 successful when we got to three percent
13 increase from the county that we didn't
14 think we were going to get. And I
15 started thinking about the students who
16 don't pay tuition. Now, I fully
17 understand that people have struggles,
18 they lose jobs, there is tragedies and
19 there are reasons for not paying
20 sometimes. And I know that the amount in
21 arrears, I'm not sure what it is, I
22 remember it was presented as to how much
23 is owed, so much it goes back so many
24 years. And I think Lou mentioned that we
25 have to write it off sometimes and just

1 leave, lost cause. And the article that
2 we were all referring to, I actually
3 didn't see it originally, because it's
4 only online. I haven't seen it in print.
5 I was told about it. And after I was
6 told about it, I did find it. And it's
7 not -- the person is not in arrears for a
8 lot of money, about \$2,000, I think. So
9 overall the budget, it's not significant.
10 But I couldn't keep from reflecting on
11 someone running for a county position
12 where if he is successful, he's going to
13 have something to do with our, as a
14 sponsor, what we get from the county.
15 And he's stiffing us. And I was really
16 -- as I was seeing it, thinking about it.
17 And I think all of us -- I was the one as
18 chairman of the the Finance Committee
19 that we don't only meet in January, we
20 have to meet all the way through because
21 it is so important.

22 And, again, with revenue that we
23 might get from use of a resource, that
24 will balance our budget. I care about a
25 lot of things, but I take this very

1 serious. And I don't think there is a
2 more important or impactful institution
3 in this kind of public institution, the
4 Suffolk County Community College. So
5 think it's something we all should take
6 seriously. It was just eating at me
7 after thinking about it.

8 CHAIR MURRAY: Anybody else for
9 the round able?

10 TRUSTEE CANARY: Senator Boyle's
11 office sponsored a food pantry food drive
12 for Suffolk County Food Pantry. It was
13 very successful and we wanted to thank
14 everybody who participated in that. That
15 happened on, I think, Saturday, September
16 28th.

17 Also we had our Annual Hispanic
18 Heritage Month. Our own Christine was
19 one of our honorees. Incredibly
20 impressive resume and background and
21 experience. Christina, thank you for
22 being there that night and allowing us to
23 honor you and it was a great night filled
24 with entertainment. And I think
25 everybody -- had about 150 people on a

1 rainy night and I think everybody really
2 enjoyed themselves. So, again, I just
3 wanted to throw that out that Christine
4 was one of our honorees, so thank you for
5 that.

6 And I was very proud to be at the
7 St. Joseph's College -- agreement. And,
8 again, Dr. Beaudin, thank you for all
9 your efforts, all the quality efforts
10 there. Just one more example of Suffolk
11 Community College setting the bar for
12 everybody else on the innovative things
13 we do that really do help students in the
14 long run. So it was a great deal to be
15 there.

16 And I got to throw out the fact
17 that my oldest daughter got her
18 bachelor's and her master's from St.
19 Joseph's College and she is a tenured
20 special ed teacher for the North Babylon
21 School District. I'm extremely proud of
22 her, and that was when St. Joseph's was
23 the cheapest private college.

24 MR. PETRIZZO: Most affordable.

25 TRUSTEE CANARY: Excuse me. Most

1 affordable. But they've done her good
2 and she is successful because of that.
3 Thank you.

4 TRUSTEE SANDERS: A round table
5 item, we attended a meeting at the
6 Educational Assistance Program with
7 Senator Kaplan. That was so impressive.
8 There were several entrepreneurs there
9 that came through the program and they're
10 sitting there giving their testimony and
11 talking about the projects that they're
12 working on now. And it was, you know,
13 Chris was there we're like this is
14 amazing that these are people that came
15 to Suffolk. And we were extremely
16 impressed. And I, again, appreciate all
17 the work that everybody does and
18 Dr. Gordon with that program. These are
19 people now hiring other people in the
20 community.

21 CHAIR MURRAY: They started her
22 off dismantling power plants. And she
23 started her own business.

24 TRUSTEE CANARY: Senator Boyle
25 does an annual NWDE Sponsorship Seminar

1 helping people come in and get their
2 NWDEs, which is not an easy task. It's
3 cumbersome, it's difficult, it's time
4 consuming and lengthy. Dr. Beaudin,
5 another great program the college is
6 offering.

7 MR. PETRIZZO: We had Dr. Gordon
8 here last month and she delivered a
9 terrific presentation. A lot of great
10 work going on there. And I think two
11 years in a row she won entrepreneurial
12 program of the year.

13 TRUSTEE SANDERS: I know I saw it
14 last year.

15 MR. PETRIZZO: I believe it's two
16 years in a row. It's a small program. I
17 think there's only two employees there,
18 but they're doing some very good work on
19 behalf of the county and college.

20 CHAIR MURRAY: Anything else?

21 If not, I ask for a motion to
22 adjourn.

23 VICE CHAIR MORGO: Second.

24 TRUSTEE CANARY: Same.

25 CHAIR MURRAY: All in favor.

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Any opposed?
Thank you all very much.
(Time Noted: 5:48 p.m.)

