

OFFICIAL BOARD OF TRUSTEES MEETING MINUTES
PROCEEDINGS AND VERBATIM DISCUSSIONS OF
THE BOARD OF TRUSTEES OF THE SUFFOLK
COUNTY COMMUNITY COLLEGE ON THE 14TH DAY
OF MAY 2020 AT 12:05 P.M., VIA TELEPHONE
CONFERENCE

PRESENT:

LOUIS J. PETRIZZO, ESQ.

Interim President

BELINDA PAGDANGANAN, Trustee

GORDON D. CANARY, Trustee

THERESA SANDERS, Trustee

PRISCILLA ZARATE, Trustee

KAITLYN GAMBINA, Student Trustee

E. CHRISTOPHER MURRAY, Chairperson

JAMES MORGO, Trustee/Vice

Chairperson

SHIRLEY E. COVERDALE,

Trustee/Second Vice Chairperson

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CHAIR MURRAY: Thank you

3

everybody. Today's meeting is the Board

4

of Trustees for the Suffolk Community

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College. This is E. Christopher Murray,

6

Chris Murray, as the chairman of the

7

Board of Trustees.

8

We are going to get started now.

9

We do have a quorum. We have eight

10

trustees that are currently on the phone

11

and we are waiting for two others that

12

will hopefully join us soon.

13

I'm going to start with the

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agenda, and the first item is to ask

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Gordon if you can lead us into the

16

pledge. We don't all have flags in

17

front of us, but Gordon, if you can do

18

the pledge.

19

TRUSTEE CANARY: Yes. Thank you,

20

Mr. Chairman.

21

[AFTER RECITATION OF THE PLEDGE

22

OF ALLEGIANCE, THE MEETING OF THE BOARD

23

OF TRUSTEES OF THE SUFFOLK COUNTY

24

COMMUNITY COLLEGE WAS CALLED TO ORDER BY

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THE CHAIRMAN, E. CHRISTOPHER MURRAY, AT

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2 12:07 P.M.]

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CHAIR MURRAY: Especially when there is a motion or second, if you can state your name prior to making the motion or if you want to speak. This may be a little difficult going forward, but we just have to be patient. There are some important matters we have to discuss today. So if everyone can be patient and just remember to say your name before you speak, we can get through this.

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So I'm going to at this point request a motion to adjourn the Board of Trustees meeting and call the Board of Directors meeting to order.

18

Can I get a motion?

19

TRUSTEE SANDERS: So moved.

20

CHAIR MURRAY: Thank you.

21

TRUSTEE CANARY: Second.

22

CHAIR MURRAY: All votes in

23

favor?

24

Anybody opposed?

25

[WHEREUPON THE MOTION MADE AND

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2 SECONDED WAS VOTED ON AND CARRIED. THE
3 MEETING OF THE BOARD OF TRUSTEES OF THE
4 SUFFOLK COUNTY COMMUNITY COLLEGE WAS
5 ADJOURNED AT 12:09 P.M. AND REOPENED AT
6 12:11 P.M.]

7

 CHAIR MURRAY: We're now going
8 back into the Board of Trustees meeting,
9 and at this point I would like to
10 request a motion for the approval of the
11 minutes of the March 19, 2020, Board of
12 Trustees meeting.

13

 A motion?

14

 TRUSTEE GAMBINA: So moved.

15

 CHAIR MURRAY: Thank you.

16

 Second?

17

 TRUSTEE SANDERS: Second.

18

19 favor?

20

 Opposed?

21

 None. So the motion is carried.

22

23 [WHEREUPON THE MOTION MADE AND
 SECONDED WAS VOTED ON AND CARRIED.]

24

25 CHAIR MURRAY: So we're now into
 the Board of Trustees meeting again, so

1

2 I would like to introduce the Vice
3 President of Business and Financial
4 Affairs, Dr. Mark Harris, to present the
5 college budget and college financial
6 records.

7

VICE PRESIDENT HARRIS: Thank
8 you, Mr. Chair and Board of Trustees.
9 This is Mark Harris.

10

So reporting on the financials
11 for the month of April, there are a
12 couple of highlights I would like to
13 make and when I do the budget
14 presentation, I will cover some of the
15 additional points.

16

Our unqualified opinion was
17 received from our audit for fiscal year
18 19, and the key takeaway is we're ending
19 the fund balance at \$16.711 million and
20 that represents an increase of 613,000
21 over the prior period of the fiscal year
22 18.

23

For the second fiscal year 20
24 projection, we have made certain
25 modifications that we went through in

1
2 preparation for the Fiscal 21 budget,
3 but the key highlights for the
4 projection is that we are reflecting a
5 \$3.3 million deduction in our revenue,
6 but in order for us to ensure we remain
7 fiscally responsible, what we have done,
8 we have identified cost reduction in the
9 amount of \$8.21 million. And I just
10 want to stress these are very high level
11 projections for Fiscal 20. With those
12 projections we're saying that there is a
13 potential of us closing out fiscal year
14 20 adding an additional \$796,000 to the
15 fund balance.

16 So if you recall where we were
17 with our Fiscal 20 budget, we were
18 budgeting almost \$4.2 million for the
19 fund balance, but based on the cost
20 mitigation practices that we have made
21 into the budget and steps that we have
22 taken and potentially adding \$796,000,
23 we will close that fiscal budget gap by
24 approximately \$3.9 million.

25 And it's a real high level with

1
2 the Fiscal 21 budget process. We went
3 through the budget, we did multiple
4 iterations, and we're showing based on
5 certain estimates that the impact from
6 the state reduction and the elimination
7 of the funding, the impact would be
8 about \$2.79 million in state aid, and
9 given the ongoing climate that we're
10 operating in we're also projecting 7.0
11 percent reduction in enrollment which is
12 really going to stress our fund balance.
13 So just from the operating side of it,
14 factoring in no other sources of
15 revenue, we're saying there would be
16 about \$7.025 million in the red.

17 So if we look at where we're
18 ending our fiscal -- where we ended our
19 Fiscal 19 and the potential use of
20 approximately \$7.025 million, that will
21 significantly reduce our fund balance at
22 the end of Fiscal 21.

23 Any questions Mr. Chair or board
24 members pertaining to the projection of
25 20 and 21? And we'll get into it a

1

2 little bit more when I do the budget
3 presentation.

4

VICE CHAIR MORGO: We had -- the
5 rest of the trustees know -- two budget
6 and finance committee meetings within
7 the last week, and so we on the budget
8 and finance committee saw your exemplary
9 work. You've done miracles with the
10 budget. Even with using the \$7 million,
11 that still gives us a fund balance after
12 the use, if it's all used, of \$10.5
13 million approximately, right, Mark?

14

VICE PRESIDENT HARRIS: Correct.

15

VICE CHAIR MORGO: And the cost
16 mitigation, as you called it, as others
17 may call it belt tightening, has been
18 really remarkable. You deserve a lot of
19 credit as does Lou and as does everyone
20 else on the team that worked on it. So
21 thank you for all that work.

22

VICE PRESIDENT HARRIS: Thanks.
23 And credit for my team members as well
24 and the support of the cabinet officers.

25

Mr. Chair, did you want me to

1

2 continue and walk through the slides of
3 the budget presentation?

4 CHAIR MURRAY: Yes. I think
5 that's fine. That makes sense.

6 VICE PRESIDENT HARRIS: So for
7 members of the board we provided a
8 summary of the budget that we walked
9 through and as Trustee Morgo indicated
10 we have multiple iterations of the
11 budget starting as far back as mid
12 February, March, and each time we look
13 at the numbers we went back and realized
14 that we have to do more belt tightening,
15 and what really complicated the Fiscal
16 21 budget calculation is the unforeseen
17 pandemic that we're experiencing. So
18 I'll quickly run through the budget
19 presentation and I'll indicate the slide
20 that I'm discussing.

21 So right now I'll start off with
22 slide number 2 which I'll just walk
23 through the assumption of the initial
24 Fiscal 21 budget.

25 So we estimated that we would

1
2 have had elimination of core funding
3 from the State. As I indicated before,
4 that would be about \$2.79 million
5 reduction. We also went in and assumed
6 based on discussion with the County and
7 instructions from them to factor in
8 about 2 percent increase. So we also
9 included that, and then based on some
10 analysis that we did and factoring
11 potentially what will happen, we
12 included a 7 percent reduction in our
13 enrollment. So that's from the revenue
14 side of it.

15 And then from the cost side of
16 it, we assumed that 1.54 percent
17 reduction in salaries as well as
18 benefits as well which would include
19 reduction in overload, overtime, and
20 also unfilled positions. And then we
21 factored in an 8.9 percent cost
22 reduction on the non-personnel side
23 spending of it. So we look at business
24 travel, college travel, utility, fuel,
25 et cetera, things to make the

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2 assumptions as seen on slide 3.

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So based on the initial assumption and based on our initial projection, if you look at Fiscal 21, the highlighted with the red bars, we were looking at \$11.465 million. So that was going to be the starting point for the Fiscal 21 discussions.

Relative to that, our initial Fiscal 20 projections we were saying it would be about a million dollars we would need to use out of the fund balance and while that number represented a 3 -- a little bit over \$3 million reduction from Fiscal 20 budget, it meant we would have less money in our fund balance for Fiscal 21.

So after multiple discussions with the board, with members of the cabinet and my team, we went back in to say -- to look at really the areas that we need to focus heavily on to see how best we can maximize the resources we have.

1
2 So then on slide 4 we compiled --
3 revised the assumptions what we knew and
4 based on the commitment from the board
5 is that given the hardship that our
6 students are experiencing, not only our
7 students but also their parents and
8 families, the board has decided that
9 there would be a zero percent increase
10 in tuition as reflected in our
11 assumptions. We still included the
12 elimination of funding of the 2.79, the
13 2 percent increase from the County, and
14 we still maintain the 7 percent
15 projected enrollment decline.

16 We went back then in and really
17 scrubbed our fixed costs looking at our
18 salaries and benefits, and then the same
19 thing with the reduction in overload,
20 overtime, elimination of vacant lines,
21 and then we increased the -- cut the
22 additional cost from the spending,
23 utility, fuel, etcetera. So we tightly
24 managed that.

25 As a result of that, you can see

1
2 the work that we have done to show from
3 our Fiscal 20 on slide 5 where we
4 started out with our initial Fiscal 20
5 projection of using a-million-dollars-54
6 to ending adding \$796,000 to the fund
7 balance of Fiscal 20. And I indicated
8 before those were the projections, those
9 are projections, and the cost reduction
10 included the salaries, the reduction in
11 computer costs.

12 So we initially had about 650,000
13 budgeted in Fiscal 20 that we were going
14 to spend, but based on these conversions
15 we're able to recognize half a million
16 dollars, and then needless to say, our
17 back end will increase but we will have
18 an offset of about 150,000 from COVID-19
19 based on disruption of operations.

20 So you can see the swing from a
21 million from Fiscal 20, these are the
22 fund balances, to adding \$796,000. So
23 that then adjusted our projected Fiscal
24 20 fund balance of \$17.5 million. And
25 then slide 6 we show the change between

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2 the million-54 deficit to a positive
3 796,000 for fiscal 20.

4

5 We also use the same process with
6 the cost mitigation for Fiscal 21 where
7 our baseline that we had to work from
8 was \$11.4 million deficit.

9

10 So we also took a look at our
11 fixed costs, the salary, the benefits,
12 and there were some upsides from the
13 CARES Act and some of the fixed costs
14 that we would expend or did expend, and
15 also we went back to all the campuses,
16 worked with the campus deans, the
17 business officers, to say look, right
18 now we do need to cut to the bone, and
19 we were able to really increase the
20 amount of cost savings that we would get
21 from the campuses.

22

23 So based on the additional work
24 that we did and as we like to say we
25 have to pull everything out of the hat
26 to ensure that we can reduce these
27 costs. So we recognized an additional
28 7.2 million of cost reduction. So that

1

2 will then shift our projected deficit
3 from 11.4 million to Fiscal 21 we're
4 saying, all things being equal, we have
5 an approximate \$7 million deficit we
6 need to use from Fiscal 21 balance.

7 So that said, if we close out
8 Fiscal 21 based on the assumptions, we
9 would be left with about \$10.48 million
10 in our fund balance. And based on slide
11 7, the changes that we made, the final
12 iteration, slide 8, then represents our
13 projected Fiscal 21 budget. So we're
14 saying that we're moving from 11.4
15 deficit to 7-million-25 deficit give or
16 take.

17 And then the final slide really
18 with this presentation, it's in the
19 event that there are additional cuts
20 because one of the factors that we have
21 to talk through, whether or not there
22 are any negative changes in enrollment
23 based on our projections for fall and
24 spring, and then the likelihood the
25 State may then come back and impose

1
2 additional cuts, and discussions with
3 the State that can range from 10 percent
4 up to 50 percent, and then also the
5 other factor that would impact this
6 projection would be based on the level
7 of county support to the college.

8 So based on that we believe that
9 the Fiscal 21 budget that we're
10 presenting here represents a reasonable
11 and achievable target that the president
12 and the cabinet along with members of
13 the team, the support of the board,
14 would be able to achieve and supply the
15 level of support for our students.

16 So, Mr. Chair, that's all I have
17 in the budget presentation. So if there
18 are any questions on what was presented,
19 I would be more than happy to address.

20 CHAIR MURRAY: By any chance, did
21 Kevin O'Connor join us?

22 [No response.]

23 CHAIR MURRAY: Then I'm going to
24 try to give the committee report for the
25 budget and finance committee and then

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2 Jim or other members of the committee
3 can chip in.

4

5 Mark indicated there was a
6 consensus among the trustees and the
7 committee that we wanted to freeze
8 tuition this year because of the
9 situation our students and their
10 families are facing and the uncertainty
11 of the times and we felt that was the
12 right thing to do to try to be part of
13 helping people and part of dealing with
14 the virus.

14

15 We also are hopeful that by
16 freezing tuition and emphasizing our
17 efforts to keep the tuition affordable,
18 that that will encourage an increase in
19 enrollment which in fact -- which will
20 in turn then help us financially in the
21 sense more tuition and more state aid.

21

22 Really as Jim had mentioned and
23 echoed, really are impressed and
24 thankful for Lou and Mark and the rest
25 of the administration and really the
Herculean efforts of trying to make this

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2 a possibility.

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I also think it's a credit to them that we're in a position where we can actually do this with a sufficient fund down. Over the last few years, we have really not tapped into the fund balance, and I don't have the exact figures in front of me, but I think we added to it over the last couple of years.

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We are in a position where we can do it. There's a risk to it, but it's an acceptable one, and obviously we want to keep a fund balance and protect ourselves for rainy days, but this is a rainy day so it's time to use some of it.

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23

24

So I really do appreciate the efforts of the administration. So that was our rationale. I also want to point out we're actually decreasing spending which is not something that is typical for a governmental entity.

25

I think we are doing a service to

1
2 our students and to the families and to
3 the community as a whole by freezing
4 tuition and we will receive along those
5 lines. So that is the recommendation of
6 the budget committee is that we accept
7 the budget that has been put forward to
8 you which doesn't include tuition freeze
9 and using some of the reserves to make
10 up the difference.

11 I don't know -- do other members
12 of the committee want to jump in?

13 VICE CHAIR MORGO: I think it's
14 unfortunate that Kevin O'Connor is not
15 able to be with us because he really
16 drilled down and we had two incredibly
17 productive and thoughtful committee
18 meetings. Of course, Kevin had an easy
19 act to follow as Chair, but he really
20 did an exceptional job.

21 I just want to emphasize two
22 things that Chris spoke about to what I
23 think is the core. Number one, cost
24 savings is remarkable. The way that
25 Mark and everyone were able to find the

1

2 \$8 million in savings. As Chris said,
3 you don't see that happening very often.

4 The other thing, it's a very bold
5 move to freeze tuition. I know that
6 hasn't happened in at least eight years
7 at the community college, probably more
8 than that. And then the risk as Mark
9 said on the last slide, and we know
10 Governor Cuomo is giving himself the
11 option to cut the State budget at any
12 time and once we set tuition it's set.
13 We can't change it for the fiscal year.
14 It's a risk, but I think it's a risk
15 with quite a reward.

16 We have been losing enrollment.
17 The budget talks about or anticipates a
18 7 percent decrease. With things as they
19 are in this difficult time and --
20 reserves are often called the rainy day
21 fund. It's stormy weather now.

22 So with things as they are, I
23 think students and particularly parents
24 are going to want to keep their kids
25 close to home and not spend as they

1

2 would at my alma mater \$70,000 in
3 tuition at Boston College for online
4 courses where they can get a full
5 quality two-semester year for less than
6 \$5,500 in tuition.

7

8 So it's a risk, but I think the
9 reward will be a spike in enrollment and
10 something that we have been trying to
11 do. I know Lou's team is going to
12 really get the word out and maximize
13 what we're doing.

14

15 I just want to add that I just
16 thought the committee meetings were
17 really as good as I ever been in and I
18 just wish Kevin were here.

19

20 CHAIR MURRAY: I just want to
21 follow up. There is obviously any risk
22 given the situation, given the unknown
23 with the State, but I want to emphasize
24 this is a responsible action because not
25 only are we hoping there is going to be
an increase in enrollment, but we still
have about \$10 million in reserve. So
it's not like given our situation 3 or 4

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2 years ago we were about that with our
3 reserves.

4

5 So we are not -- we are in the
6 position to do this because of the
7 strong physical management of the school
8 over the past few years that have put us
9 in the position where our reserves are
10 sufficient enough to cover this.

11

12 So there is obviously risk and I
13 think the biggest risk is what the State
14 is going to do. I think if the State
15 doesn't cut the budget or doesn't cut
16 our funding, we're fine. If it does cut
17 our funding, which is clearly a
18 possibility, then we're going to have to
19 adjust and we will adjust, but I think
20 the school -- even with this move, the
21 college is still in a very strong fiscal
22 position and in a position to deal with
23 whatever comes down the pike.

24

25 So yes, there is a risk to this,
26 but it's not -- we're not putting
27 ourselves in a position that we're
28 vulnerable to something that can be more

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2 than something that we just have to deal
3 with so I want to emphasize that.

4

5 Any other members of the
6 committee that would like to say
7 anything?

8

9 VICE CHAIR MORGO: I agree
10 completely with that. I was just going
11 to say if no other trustee has any
12 questions or comment, I would make a
13 motion to take Item 5 out of order, if
14 that's the resolution, freezing tuition.

15

16 CHAIR MURRAY: We can do that.

17

18 There is a resolution adopting
19 the budget and a resolution cutting the
20 tuition rate. So they would be Item 5
21 or resolution 2020.25 and Item 6 which
22 would be resolution number 2020.26.

23

24 So if you would like to move
25 those resolutions separately at this
time, I think that makes sense.

26

27 Does anybody have any objection
28 to us doing that, or if anyone else has
29 any comments, not just committee members
30 but other board members, as to what we

1

2 were talking about, the budget and
3 tuition freeze.

4

5 TRUSTEE CANARY: Again, just a
6 very big thank you to the committee.
7 Very big thank you to leadership and the
8 cabinet on doing an incredible job of
9 bringing these numbers forward, not an
easy task.

10

11 My last comment would be we all
12 need to pay very close attention to what
13 is going to happen on this next stimulus
14 plan coming out in Congress. This is
15 going to very key, Chris, to your
16 comments, as to about whether the
17 governor is going to come back and cut
us a little bit more.

18

19 It really is going to be key to
20 what Congress comes up with in terms of
21 helping the states and helping our
22 colleges and institutions, and we all
23 are probably going to have to do some
24 lobbying efforts with our federal reps
25 to make sure that stimulus plan brings
us the desperately needed revenues that

1

2 we're going to need so we can survive.

3

Thank you.

4

CHAIR MURRAY: Thank you, Gordon.

5

That is a very good point.

6

Kaitlyn, did you want to say

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something?

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TRUSTEE GAMBINA: I would like to

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thank administration too. I'm really

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excited for this next year coming up,

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and I have a lot of confidence that this

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will help enrollment and the community

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as a whole so thank you.

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CHAIR MURRAY: Thank you.

15

Anyone else?

16

So, Jim, you want to make the

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motion to approve resolution number

18

2020.25 and 2020.26?

19

VICE CHAIR MORGO: Yes. So

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moved.

21

TRUSTEE SANDERS: Second.

22

CHAIR MURRAY: All those in favor

23

please say aye.

24

Any opposed?

25

[WHEREUPON THE MOTION MADE AND

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2 SECONDED WAS VOTED ON AND CARRIED.]

3 CHAIR MURRAY: Thank you all.

4 I'm excited. I think we're doing a good
5 thing for all things considered.6 At this point now, we would move
7 for acceptance of the other resolutions
8 that were in your package. I would like
9 to point out a couple of them.10 One is a resolution which I want
11 to thank Lou for agreeing to stay on for
12 a longer period of time than initially
13 expected.14 We're still going through the
15 process of doing the search for a
16 permanent president. That's been
17 complicated with what's going on with
18 the coronavirus but we're hoping once
19 things settle down and get back to
20 somewhat normal to begin pushing that
21 process along, but it's a great deal of
22 comfort to me and I know the other
23 trustees to have Lou in that position
24 and allowing us the time to sort out and
25 to get a good result from our search for

1

2 our permanent president. So that is a
3 resolution that is also being included
4 in your package, and again, I just want
5 to thank Lou.

6 Just kind of echoing what Lou had
7 talked about at our executive board
8 meeting, there is also a resolution
9 extending for an additional year the
10 Suffolk County Community College's
11 strategic plan. That plan was to run
12 through this year, but given, again, the
13 situation there was a resolution to
14 expand, continue the old strategic plan
15 for an additional year, and then it also
16 has the benefit of allowing the new
17 permanent president to have a role in
18 the adoption of the strategic plan which
19 I think is critical.

20 Finally, there is a resolution
21 accepting the auditor's report for the
22 school. The auditor's report is a claim
23 report. There is no significant
24 weaknesses in the auditor's report, and
25 again, it's a testament to how well the

1

2 college is being run at this time.

3

4 The other resolutions are pretty
5 self-explanatory. So I guess at this
6 point I would need a motion.

7

8 First of all, are there any
9 questions on any of the resolutions?

10

11 No.
12 So at this point I would need a
13 motion. The motion to approve
14 resolution numbers 2020.21 through
15 2020.24 and then resolution numbers
16 2020.27 through 2020.29.

17

18 Shirley, would you like to make
19 that motion?

20

21 VICE CHAIR COVERDALE: Yes. So
22 moved.

23

24 CHAIR MURRAY: Do we have a
25 second?

26

27 TRUSTEE PADANGANAN: Second.

28

29 CHAIR MURRAY: If there is no
30 discussion, then I would ask all those
31 in favor say aye.

32

33 Any opposed?
34 The motion is carried.

35

1

2

[WHEREUPON THE MOTION MADE AND

3

SECONDED WAS VOTED ON AND CARRIED.]

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CHAIR MURRAY: Thank you all. So

5

at this point I would like to go to

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committee reports. I know a lot of them

7

haven't necessarily met because of the

8

situation, but let me just go through

9

it. If some of them have, if you can

10

give whatever report you have.

11

Student Success? Did that meet?

12

TRUSTEE PADANGANAN: We didn't

13

meet last April, but I have some updates

14

from the committee members.

15

Dr. Beaudin reports that all

16

summer two classes have been moved to

17

the online or realtime online modality.

18

It includes about 70 classes that were

19

due to begin on June 22nd.

20

Likewise the contingency plan is

21

also being developed for classes in the

22

fall semester. It is envisioned that

23

given the guidance from the governor and

24

SUNY that the college will be offering a

25

greater number of classes fully online

1

2 or in realtime online format with social
3 distancing and small group instruction
4 in those experiential labs that must be
5 held on the campus. It is important to
6 stress to all that this is a contingency
7 plan.

8 Chief of Staff to the President,
9 Carol Wickliffe-Campbell, has also been
10 coordinating the student laptop
11 borrowing program in conjunction with
12 the Vice President of IT, Shady
13 Azzam-Gomez, and she reports that 178
14 laptops have been distributed to
15 students. Of those, 50 percent are Pell
16 recipients, 70 percent are full-time.
17 49 hotspots have been distributed to
18 students and of those, 50 percent are
19 Pell recipients, 72 percent are
20 full-time, and then 147 laptops have
21 been distributed to the faculty/staff.
22 1 hotspot has been distributed to the
23 faculty/staff. They are also working on
24 determining a process to safely collect
25 laptops from those students who will not

1

2 be attending the college after the
3 spring semester.

4

5 Next is Vice President Mary Lou
6 Araneo. To date the foundation has
7 received a total of 425 student
8 applications seeking aid through the
9 college's COVID-19 Emergency Fund.
10 Foundation staff has successfully
11 brought in \$63,000 through their efforts
12 with additional pledges totaling 20,000
13 that will be collected.

14

15 Various components of the
16 college's virtual celebration for the
17 semester are underway. The sign on
18 social media photo frame has been
19 completed and will be shared with our
20 graduates for use with the social media
21 site.

22

23 This week the college received a
24 commencement video message from SUNY
25 chancellors and Senator Schumer.
26 Filming of the video featuring
27 congratulations from the college's
28 student leaders has been completed and

1

2 is currently being edited.

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In addition, the graduate year in review photo retrospective is being compiled at this time. When complete, the video and retrospective will be accessible with a special 2020 graduate celebration website. That will also include a scrolling list of all the graduates' names.

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Also there is a commemorative celebration box for graduates which is also being discussed by a work group that has been charged with implementing this element of the 2020 commencement plan.

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Dr. Chris Evans reports that career services college wide is offering a drop-in career advice virtual meeting with the career advisor every Friday from 10:00 a.m. to 2:00 p.m.

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25

Also, our campus food pantries continue to distribute to each campus's food pantries on Tuesday and Thursday. Students and their families have

1
2 regularly been showing up to pick up
3 food. The college continues to receive
4 food from Long Island Cares and recently
5 received a 2,000 grant used to purchase
6 Stop & Shop gift cards that were
7 distributed to the food pantry to give
8 to students in need.

9 The next is the director of
10 veteran affairs held a virtual webinar
11 Wednesday titled Conversations That
12 Change Lives with the counseling
13 department. This event discussed
14 concerns over substance abuse and
15 alcohol use during the quarantine and
16 how to effectively check on friends and
17 fellow students. The college mental
18 health services team also created an
19 outreach to be sent to students across
20 the college.

21 The college recognizes the
22 challenges that coronavirus presents to
23 everyone and reminds students of the
24 various ways the faculty coordinators
25 from mental health can provide support

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2 to them.

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Lastly, the college dean of enrollment management completed a SUNY training for the upcoming virtual college fair to the careers fair. The college's participation is a recruitment activity. Students and their parents had the opportunity to chat with the college admission professionals during the SUNY virtual college fair that took place this week. Our booth had a full range of colleges providing virtual tours, admission recruitment video, academic programs, honors programs, scholarships, financial aid, college view book, and other points of interest about the college.

That's all of my report. Thank you.

CHAIR MURRAY: Thank you.

Governance? Gordon, did you have a chance -- I don't think you had a chance to meet, but do you have a report?

1

2

TRUSTEE CANARY: No,

3

Mr. Chairman. Again, because of the

4

extraordinary situation we're dealing

5

with, we haven't had a meeting in the

6

last two months. Seeing if we can put

7

one together for June, but I have

8

nothing to report at this time.

9

Thank you.

10

CHAIR MURRAY: Okay. Understood.

11

Gemma, did you join us by any

12

chance?

13

No.

14

The personnel committee likewise

15

has not had an opportunity to meet over

16

the last month or so, so there is no

17

report at this time, and Gemma can give

18

one at the next meeting.

19

Facilities? I don't think we

20

have anything to report.

21

Foundation?

22

TRUSTEE PADANGANAN: Yes,

23

Mr. Chair. Foundation update. I wanted

24

to speak about the COVID Emergency Fund.

25

Many of you are aware the foundation

1

2 established a COVID-19 fund in March.

3 This is for students experiencing

4 difficult financial hardship that

5 threatens their continued enrollment due

6 to coronavirus.

7 I had mentioned previously to

8 date this fund was over \$50,000 with

9 additional pledges to be collected, and

10 happy to report that the SUNY impact

11 foundation recently announced a matching

12 fund program that will match up to

13 \$50,000 in funds raised.

14 I believe Dr. Diaz is on the

15 line. We have raised about 50,000 or

16 more?

17 DR. DIAZ: Sylvia Diaz, executive

18 director of the College Foundation. We

19 actually submitted paperwork yesterday

20 to the SUNY Impact Foundation because we

21 qualified for receiving -- we actually

22 qualified for having raised \$56,000

23 after the April 15th date. So we will

24 be receiving the additional \$50,000 in

25 matching funds very shortly. I got a

1

2 note that that is being processed as we
3 speak.

4 Thank you.

5 TRUSTEE PADANGANAN: Thank you,
6 Sylvia.

7 During the last several weeks,
8 more than 440 students have applied for
9 and received financial support to the
10 Suffolk Community College Foundation
11 COVID-19 Emergency Fund. 90 percent of
12 the students who applied cited job loss
13 as well as family unemployment. Many
14 have family members that are sick or are
15 being treated for COVID-19. Sadly there
16 were those who experienced losses of
17 family members due to COVID-19. This
18 story pulls at our heart strings and
19 reminds us of the human impact of this
20 crisis.

21 Additionally the foundation has
22 provided other resources and referred to
23 those in need to seven other hardship
24 funds for students facing healthcare
25 issues, homelessness, food insecurity,

1

2 utilities, termination, or other
3 financial crisis.

4

5 For the 700 fund there is one for
6 each of the three campuses. One for
7 Student Affairs, one for nursing
8 students, another COVID-19 Emergency
9 Fund. Any enrolled student can simply
10 apply and receive emergency funds.

11

12 Many generous donors from
13 throughout the county, our faculty and
14 staff, alumni and corporate partners
15 have all pitched in to help pay for the
16 critical financial hardships because of
17 the pandemic.

18

19 The foundation received a very
20 generous donation from each of the
21 following for the COVID-19 Fund:

22

23 The Rosedale Investment Group, Local 338
24 Charities, Koehler Family Foundation,
25 The Plumbing Contractors Association of
Long Island, and United Way of Long
Island.

26

27 I also wanted to thank National
28 Grid because National Grid made a

1

2 donation to the COVID-19 Fund for
3 \$10,000 which I'm sure will be helping
4 our students in need.

5

6 I just want to go into
7 scholarship applications. The deadline
8 is now May 25th which has been extended
9 from April 24, 2020. Our foundation
10 staff teamed up with Student Affairs to
11 make hundreds of check-in calls aiding
12 students through spring break to online
13 classes which I think is very helpful.

14

15 Also about the golf classic. We
16 rescheduled the golf classic to June 14,
17 2021. This year's event would have been
18 the 37th annual golf classic and the
19 location will be Southward Ho Country
20 Club.

21

22 What we did was reschedule the
23 foundation dinner. They did a
24 remarkable job of reaching out to our
25 donors for the COVID-19 Emergency Fund.
All the donors including the gold,
platinum sponsors, the Suffolk County
Credit Union, the 37th annual donor Dr.

1

2 Steven Loaner (phonetic) and the members
3 of the golf classic committee were all
4 supportive of rescheduling and look
5 forward to a successful event next
6 spring.

7 And lastly, our gala, 2020 gala,
8 which was originally planned for October
9 2020 will remain on the calendar and the
10 foundation board will continue to engage
11 our committee and closely evaluate given
12 the advice of public health experts and
13 government officials in the wake of the
14 pandemic.

15 That's all I have, Mr. Chair.

16 Thank you.

17 CHAIR MURRAY: Thank you.

18 Student Trustee Kaitlyn, do you
19 have a report?

20 TRUSTEE GAMBINA: Thank you,
21 Mr. Chair. Yes. We've had a few
22 activities going on, of course remotely,
23 but we had a few movie nights, game
24 shows, talent show, classes on ways to
25 relax and de-stress. We also had Take

1

2 Back the Night which is a way for us to
3 promote people coming out about domestic
4 abuse and issues you might face at home.
5 We also had a suicide prevention walk
6 remotely.

7

8 We had student elections last
9 month, and we had a pretty big turnout
10 for people voting, and I congratulate
11 all the people who have won. I'll send
12 the list of all the names because there
13 is a decent amount. We have new
14 presidents, vice presidents,
15 secretaries, treasurers, and senators
16 coming in so I'm excited for that, but
17 other than that, that's pretty much all
18 that is going on.

18

Thank you.

19

20 CHAIR MURRAY: Thanks, Kaitlyn.
21 Do you have any opinion about how
22 students are holding up with everything
23 that is going on?

23

24

25

TRUSTEE GAMBINA: It's been a
little difficult. I know a lot of
students are asking for incompletes.

1

2 They are reaching out to their
3 professors, faculty, staff, and I know
4 it hasn't been an easy semester, but
5 this week is the last week so I'm hoping
6 we'll finish strong. Other than that,
7 it's a little hard.

8

CHAIR MURRAY: It's tough
9 especially for the students that would
10 have been having a graduation ceremony
11 and the festivities that go along with
12 that to not be able to fully do that. I
13 understand, sympathetic to their plight.

14

TRUSTEE GAMBINA: And we have --
15 like they said, they are creating a
16 graduation website so I know a few of us
17 have participated in giving messages to
18 graduating students and their families,
19 but it is hard not being able to
20 graduate in this specific moment.

21

CHAIR MURRAY: I understand.

22

Thank you.

23

And last, Theresa, did you want
24 to give an update on the presidential
25 search?

1

2 TRUSTEE SANDERS: Yes. Thank
3 you, Mr. Chairman.

4 I want to first thank everyone.

5 We have formally extended our
6 presidential search and my co-team
7 members on the search committee, Jim
8 Morgo and Gordon Canary, we are hoping
9 that this COVID pandemic will not
10 further delay our mission to find a
11 permanent president for Suffolk County
12 Community College.

13 The committee will stay in place
14 as appointed for the extended search of
15 there -- there is going to be a new
16 timeline discussion in June. Committee
17 members will be reached out to
18 personally.

19 I do want to also personally
20 thank Lou Petrizzo for extending his
21 service to the college as our interim
22 president.

23 SUNY is comfortable. Lou has a
24 great reputation SUNY-wide and we thank
25 you Lou because during this time there

1
2 are several colleges that are in search
3 mode and, you know, SUNY is not as
4 confident about those institutions as
5 they are with Suffolk because you have
6 proven leadership. Thank you for all
7 that you do, and I thank the board for
8 passing today's resolution for the
9 reappointment of Lou as our interim
10 president.

11 SUNY's Board of Trustees on May
12 6th passed their resolution to support
13 Lou's reappointment, and we will send
14 them our local resolutions in support of
15 that. So look forward to continuing to
16 serve as the presidential search chair.

17 Thank you, Mr. Chairman.

18 CHAIR MURRAY: Thank you,
19 Theresa.

20 Next item is the chair's report.
21 I think we pretty much covered things
22 that have been taking up my time with
23 regard to the college, especially the
24 budget.

25 So I'm going to the president's

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2 report.

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Lou, do you have a report to
give?

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PRESIDENT PETRIZZO: Yes.

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First of all, let me thank the
board members for extension to my
contract. It is actually my privilege
to serve this institution even as an
interim president, and I look forward to
continuing to work with the Board of
Trustees as well as with the cabinet,
faculty, staff, yes, even the unions.

All of you who have been really
wonderful through this extraordinary
difficult time. Everybody has pitched
in. Everybody has tried to do what they
could do to make this process a little
less awkward and painful, and I just
want everybody to know that I appreciate
all of their support, and I appreciate
all of the work that is being done
behind the scenes that makes this
institution function as well as it has
been functioning.

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We remain on pause. We have been on pause since I think March 20th. We will continue to have remote and distance education through the end of the spring semester which, as Kaitlyn indicated, is coming up next week.

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Summer, we already made the determination that that will all be remote and distance education, and that is being allowed by the New York State Education Department. With respect to our plan for fall, they pretty much depend on what Governor Cuomo, the State University of New York itself, and the health and safety situation will dictate by the time that those plans have to be implemented.

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If you were on the governor's call, I believe yesterday when he was giving his report, he was quite candid in saying he didn't know where we would be in September when he was asked about education and colleges and particularly the SUNY colleges. So we are planning

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2 for any contingency.

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Quite frankly, we are probably going to be much more remote than we have ever been before. We are hopeful for the fall we can have some experiential learning under strict social distancing guidelines, but again, that all remains to be seen, and we will follow the lead of the governor and the State University of New York in terms of what we do always with the thought in mind of the best interests of the students and our employees and staff.

I have asked Executive Dean Irene Rios to lead a task force for the safe reopening of the campuses. She has very kindly agreed to serve.

The task force will have a wide cross section from across the college community with particular emphasis on tasking our medical staff folks to help out with the health issues.

They will be looking at social distancing, installation of plexiglass

1
2 partitions, personal protection
3 equipment, testing, and also will be
4 served by SUNY's promise to provide the
5 campuses with the best practices from
6 all 64 campuses of the entire SUNY
7 system and any collaboration that they
8 engage in with other state systems so
9 that we can all share in the best ideas,
10 the safest ideas, and the best way to
11 continue to provide a high quality
12 education in a safe environment.

13 Our campuses will remain closed
14 at least through the end of May.
15 Obviously the Long Island counties are
16 not meeting guidelines for reopening and
17 we'll have to keep an eye on that
18 situation.

19 A frustrating note that I have to
20 add and that is concerning our CARES Act
21 student grant money. That remains tied
22 up in state bureaucracy. That money was
23 put into our accounts I believe on
24 April 23rd. We have not been able to
25 distribute any of it as yet, and it is a

1

2 great source of frustration for myself
3 and I think for everybody at the college
4 who has to deal with the issues of food
5 insecurity, home insecurity, loss of
6 jobs, loss of income, medical bills, and
7 here we sit with the ability to help but
8 our hands are tied.

9 I am imploring SUNY every day to
10 please untie this situation and get
11 those funds flowing. Give us the green
12 light. We're ready to disperse. We
13 have a plan. We're ready to go. We
14 just need the okay from them.

15 Further note on collective
16 bargaining. The faculty association
17 collective bargaining agreement was
18 reviewed by the Suffolk County
19 legislature education committee
20 yesterday. Vice President Harris,
21 Director Zwag (phonetic), AVP Rivera,
22 and Dante Barelli (phonetic) from the
23 faculty association all, quote unquote,
24 appeared before the committee, and the
25 collective bargaining extension

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2 agreement was unanimously approved by
3 the committee members.

4

5 The Grant Campus has been serving
6 as a COVID-19 testing site for law
7 enforcement. We are in the process of
8 making arrangements for college
9 employees to get antibody testing at
10 that site hopefully beginning next week.
11 We will inform you if that is approved,
12 and hopefully college employees and
13 board members can get tested if they
14 would like.

15

16 Yesterday I engaged with Deputy
17 County Executive Jon Kaiman who wanted
18 to know what the colleges' plans were
19 for the summer and the fall. I relayed
20 our plans to him and I believe that he
21 was -- in fact he stated that the
22 college was much further ahead in the
23 planning process than the school
24 districts he has been working with over
25 the past several week in terms of our
26 planning for the summer and fall. It
27 was good to hear that.

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We are working, as has been previously mentioned, on an alternate celebration for the class of 2020. It will include a video. It will include gift bags, mementos. We're trying to do as much as we can for the class in recognition of all that they have been through and the tremendous effort it took on their part to get to the finish line. We don't want that to go unnoticed, and we do want to do all that we can to recognize the class of 2020.

They will certainly be a class that I know I will never forget and I'm sure that many of us at the college will never forget the class of 2020 and the spring of 2020.

Many ceremonies are being held virtually throughout the college. Ceremonies that we would normally be doing in person we're doing virtually on Zoom and various other platforms, and it's kind of surprising because they are being very well attended.

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I guess folks are sitting in front of their computers and if they know there is a ceremony, or they log in and have been joining in, and attendance at the ceremonies is actually quite high and that's good. That's encouraging.

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So once again, thank you to all the administrators, the staff, the faculty for all the efforts they have been undertaking to make this college operate under these extraordinary circumstances, and thank you to the Board of Trustees for your support of all the work that we've been doing. We greatly appreciate your support. This job would be a lot more difficult without it so thank you.

19

That's my report, Mr. Chair.

20

CHAIR MURRAY: Thank you, Lou.

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Next item on the agenda is roundtable. We do have one bit of business. We have to designate an ad hoc nominating committee. Last year Gemma was our ad hoc nominating

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2 committee. I did speak with her
3 yesterday, and she would be more than
4 willing to do so again this year.

5 I don't know. Is this something
6 I just do, or is it something we need a
7 resolution for? Do you know, Lou?

8 PRESIDENT PETRIZZO: It's up to
9 the Chair to make that designation.

10 CHAIR MURRAY: Thank you, Lou.

11 So I was going to designate
12 Gemma. I don't know if there are any
13 questions or comments or objections from
14 anybody.

15 So I will consider that done.

16 Any other items for the
17 roundtable?

18 VICE CHAIR MORGO: This is not a
19 roundtable. It's a follow up on the
20 president's report.

21 Lou, on the question of the
22 federal money and SUNY approving our
23 plan to use it. Other community
24 colleges I would guess would have to
25 get -- well, I would know, would have to

1

2 get SUNY approval. Do you know if
3 others are having this delay from SUNY?

4 PRESIDENT PETRIZZO: It's my
5 understanding that they all are.

6 VICE CHAIR MORGO: Okay. Thank
7 you. You know what I'm implying, Lou,
8 I'm just thinking a concerted effort. I
9 know Theresa has very good relations
10 with the SUNY folks too. As you said,
11 as you described, it's very frustrating.

12 PRESIDENT PETRIZZO: Yes, it is.

13 TRUSTEE CANARY: Follow up on
14 that, Jim and Lou. Lou and I had this
15 discussion a couple days ago, and I had
16 said to Lou I will be reaching out to
17 the governor's reps who we are dealing
18 with every day on our daily coronavirus
19 update phone call and our Suffolk County
20 rep to the governor.

21 I will be reaching out to them to
22 also make the plea to do whatever they
23 can do to get the state budget office to
24 free up this money. I'll definitely
25 plead the case to them.

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TRUSTEE SANDERS: Just to add to that, you know we serve with each other but this is really where these relationships count.

So yes, Jim, I will make sure I reach out to SUNY, and Lou, if you want to call me offline so I can be prepped on speaking points.

Also for some of you, you know that I've been appointed to the statewide reopening advisory board and I ask you to please send me your thoughts, you know, personally. Just email your thoughts in terms of how we can reopen New York because I need to hear from the people, and as respected colleagues I need to hear from you so as we're sitting on these committees and we're speaking, I'm really speaking from the perspective of the people. I appreciate any comments and suggestions that you have.

Thank you.

CHAIR MURRAY: Anything else? We

1

2 have to go back to the Board of
3 Director's meeting.

4

PRESIDENT PETRIZZO: Chris, what
5 I was going to suggest is that maybe we
6 can have Dr. Adams submit his report in
7 writing and make it part of the record
8 here so we don't have to go back and
9 close this meeting, reopen the other
10 one, and then close it back again.

11

There were no resolutions that needed to
12 be adopted on the director's side of the
13 house so maybe Chris can just give his
14 report in writing to the board members.

15

CHAIR MURRAY: That's fine and
16 then we can approve the minutes at the
17 next board meeting.

18

Anybody have any objections to
19 that, the trustees?

20

Okay.

21

VICE CHAIR MORGO: I may be
22 captain obvious here, but not really. I
23 think because it was such a significant
24 move the trustees took today in freezing
25 tuition as well as the exemplary job

1

2 that the administration did in putting
3 the budget together that it's important
4 that all the trustees get the word out
5 about really staying close to home
6 option for higher education in Suffolk
7 County to both parents they know, to
8 students they know.

9 I know Kaitlyn will do that, and
10 I know the school, the college, will be
11 publicizing it and will be recruiting.
12 The marketing staff really does a good
13 job.

14 I mentioned this to Lou earlier
15 and he responded that it is happening,
16 but I was on another meeting this
17 morning and it was one of the people,
18 one of the media people on it mentioned
19 that Internet use, social media, has
20 gone up 80 percent during the pandemic.
21 And you know people are on Instagram and
22 Facebook and LinkedIn, and although the
23 print ads that we've seen in Newsday
24 have been great, I think so many of our
25 potential students -- so many of our

1

2 potential students now particularly are
3 in front of their computers on social
4 media so I really want to emphasize
5 that. I didn't want to lose that.

6 Thank you.

7 TRUSTEE GAMBINA: If you guys
8 send me something to post, I will make
9 sure it gets out on social media because
10 I know I post a lot about the college so
11 if so if there is a flyer or something
12 to post.

13 CHAIR MURRAY: Anything else?

14 If not, at this time I would
15 request a motion to enter into executive
16 session to discuss the medical,
17 financial, credit, or employment history
18 of a potential employee. I don't
19 believe there is going to be any
20 business after the executive session so
21 can I get a motion?

22 TRUSTEE CANARY: Make a motion.

23 CHAIR MURRAY: Second?

24 TRUSTEE SANDERS: Second.

25 CHAIR MURRAY: All in favor?

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[WHEREUPON THE MOTION MADE AND

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SECONDED WAS VOTED ON AND CARRIED.]

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CHAIR MURRAY: Thank you.

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For the people who will be

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leaving, thank you for coming and

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listening to us. We appreciate it. We

8

think what the college is doing is

9

important and we were glad that you were

10

able to join us by phone. Thank you

11

everybody. Stay healthy.

12

I move to adjoin the executive

13

session.

14

PRESIDENT PETRIZZO: You can

15

adjourn the meeting and we will be done.

16

CHAIR MURRAY: Motion to adjourn

17

the meeting.

18

All those in favor?

19

TRUSTEE SANDERS: I will make the

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motion.

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TRUSTEE CANARY: Second that

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motion.

23

CHAIR MURRAY: Thank you

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everybody.

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[WHEREUPON THE MEETING OF THE

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BOARD OF TRUSTEES WAS CLOSED AT 1:20
P.M. BY THE CHAIRMAN, E. CHRISTOPHER
MURRAY.]

oOo

Jahill Carter



OFFICIAL BOARD OF DIRECTORS MEETING MINUTES
PROCEEDINGS AND VERBATIM DISCUSSIONS OF
THE BOARD OF DIRECTORS OF THE SUFFOLK
COUNTY COMMUNITY COLLEGE ON THE 14TH DAY OF
MAY 2020 AT 12:09 P.M., VIA TELEPHONE
CONFERENCE

PRESENT:

LOUIS J. PETRIZZO, ESQ.

Interim President

BELINDA PAGDANGANAN, Member

GORDON D. CANARY, Member

THERESA SANDERS, Member

PRISCILLA ZARATE, Member

KAITLYN GAMBINA, Student Member

E. CHRISTOPHER MURRAY, Chairperson

JAMES MORGO, Member/Vice

Chairperson

SHIRLEY E. COVERDALE,

Member/Second Vice Chairperson

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CHAIR MURRAY: We're now into the Board of Directors meeting, and I would request a motion for the approval of the minutes of the March 19, 2020, Board of Trustees meeting.

7

A motion?

8

MEMBER MORGO: Moved.

9

MEMBER SANDERS: Second.

10

CHAIR MURRAY: Thank you.

11

All those in favor?

12

Anybody opposed?

13

Thank you. The motion passes.

14

[WHEREUPON THE MOTION MADE AND

15

SECONDED WAS VOTED ON AND CARRIED.]

16

CHAIR MURRAY: And now I would

17

like to introduce the Vice President of

18

Student Affairs, Dr. Christopher Adams,

19

to present the association's financial

20

reports.

21

Chris, are you there?

22

Do you know if Chris is going to

23

attend?

24

PRESIDENT PETRIZZO: Why don't we

25

skip over that and come back to that and

1

2 we'll track him down.

3 CHAIR MURRAY: Okay. Thank you.

4 So at this point I would request
5 a motion to adjourn the Board of
6 Directors meeting and call the Board of
7 Trustees meeting to order.

8 Can I get a motion?

9 MEMBER PADANGANAN: Motion.

10 CHAIR MURRAY: Second?

11 MEMBER ZARATE: Second.

12 CHAIR MURRAY: Thank you.

13 All those in favor?

14 Opposed?

15 Motion carries.

16 [WHEREUPON THE MEETING OF THE
17 BOARD OF DIRECTORS WAS CLOSED AT 12:11
18 P.M. BY THE CHAIRMAN, E. CHRISTOPHER
19 MURRAY.]

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