

OFFICIAL BOARD OF TRUSTEES MEETING MINUTES
PROCEEDINGS AND VERBATIM DISCUSSIONS OF
THE BOARD OF TRUSTEES OF THE SUFFOLK
COUNTY COMMUNITY COLLEGE ON THE 20TH DAY
OF AUGUST 2020 AT 9:05 A.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

1 Board of Trustees, 08/20/2020

2 CHAIR MURRAY: I would like to
3 call the Board of Trustees meeting to
4 order, and I'm going to ask Gordon to
5 lead us in the Pledge.

6 TRUSTEE CANARY: Thank you,
7 Mr. Chairman.

8 [AFTER RECITATION OF THE PLEDGE
9 OF ALLEGIANCE, THE MEETING OF THE BOARD
10 OF TRUSTEES OF THE SUFFOLK COUNTY
11 COMMUNITY COLLEGE WAS CALLED TO ORDER BY
12 THE CHAIRMAN, E. CHRISTOPHER MURRAY, AT
13 9:05 A.M.]

14 CHAIR MURRAY: Thank you, Gordon.

15 We're supposed to do a swearing
16 in ceremony for our Student Trustee
17 Kaitlyn Gambina who is rejoining us
18 again for another year. Unfortunately
19 since we're not in person, we're not
20 going to be able to do an actual
21 swearing in session, and she's going to,
22 I believe, fill out the oath and submit
23 that, but I do want to say we're very
24 glad that Kaitlyn is going be
25 participating for another year.

1 Board of Trustees, 08/20/2020

2 She has been an invaluable
3 addition to the board. She has done an
4 absolutely fantastic job as the trustee
5 for the -- student elected trustee and
6 representing their interests and has
7 just been great and really works well
8 with everybody and is very diligent and
9 involved in what the board has been
10 doing.

11 TRUSTEE GAMBINA: Thank you,
12 Mr. Chair.

13 CHAIR MURRAY: I would like to
14 welcome you back. I don't know if you
15 want to say anything. I hate to put you
16 on the spot, but would you like to say
17 anything?

18 TRUSTEE GAMBINA: Thank you.
19 It's going to be a good year. I know
20 the first time around it's a little
21 learning experience but getting to the
22 second one, thank you for having me
23 back.

24 CHAIR MURRAY: Absolutely.

25 TRUSTEE CANARY: I would just

1 Board of Trustees, 08/20/2020
2 like to add, Mr. Chairman, if I may,
3 that Kaitlyn, again, thank you for your
4 great participation and all the help to
5 the board.

6 And I feel and I think all my
7 fellow board members feel this year is
8 going to be more critically important as
9 we go back and try to deal with COVID-19
10 and all of the difficulties we're going
11 to have with running classes and being
12 on campus. So your input is going to be
13 even more valuable this year as we
14 tackle those problems. So thank you
15 again.

16 TRUSTEE GAMBINA: Thank you.

17 CHAIR MURRAY: Would anybody else
18 like to say anything? If not, again,
19 welcome to the second round, Kaitlyn.

20 At this time I would like to
21 request the board make a motion to
22 adjourn the Board of Trustees meeting
23 and call the Board of Directors meeting
24 to order.

25 Gordon, will you make that

1 Board of Trustees, 08/20/2020

2 motion?

3 TRUSTEE CANARY: Gordon Canary

4 making that motion.

5 CHAIR MURRAY: Kevin O'Connor,

6 will you second that motion?

7 TRUSTEE O'CONNOR: Kevin O'Connor

8 seconding the motion.

9 CHAIR MURRAY: Thank you.

10 All those in favor? Any opposed?

11 [WHEREUPON THE MOTION MADE AND

12 SECONDED WAS VOTED ON AND CARRIED. THE

13 MEETING OF THE BOARD OF TRUSTEES OF THE

14 SUFFOLK COUNTY COMMUNITY COLLEGE WAS

15 ADJOURNED AT 9:07 A.M. AND REOPENED AT

16 9:17 A.M.]

17 CHAIR MURRAY: We're now in the

18 Board of Trustees meeting, and at this

19 point I would ask Kaitlyn to make a

20 motion to approve the minutes of the

21 June 18, 2020, Board of Trustees

22 meeting.

23 TRUSTEE GAMBINA: Kaitlyn, so

24 moved.

25 CHAIR MURRAY: And I ask Belinda

1 Board of Trustees, 08/20/2020

2 will you second that motion?

3 TRUSTEE PAGDANGANAN: Second by
4 Belinda.

5 CHAIR MURRAY: All those in favor
6 please say aye. Any opposed? Okay.

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

9 CHAIR MURRAY: So at this point I
10 would like to introduce Vice President
11 for Business and Financial Affairs,
12 Dr. Mark Harris, to present the
13 College's budget and college financial
14 record.

15 VICE PRESIDENT HARRIS: Thank you
16 Mr. Chair, and good morning Board of
17 Trustees members.

18 Just to continue the discussion
19 that we have had over the past couple of
20 months pertaining to our Fiscal '20
21 budgets and projection, the story
22 remains the same, and as indicated by
23 the documents that we shared in the
24 fourth quarter for the month of July,
25 the net revenue loss that we are

1 Board of Trustees, 08/20/2020
2 projecting is approximately \$4.39
3 million but converse to that and based
4 on the mitigation efforts that we have
5 embarked on, once we realized that we
6 would have suffered the revenue loss, we
7 accomplished and we are projecting about
8 an \$11.77 million in cost savings.

9 So based on the revenue loss but
10 based on subsequent cost saving
11 measures, what we are preliminary
12 projecting at the close of Fiscal '20 in
13 terms of balance is that we're leaning
14 to adding about \$3 million to the fund
15 balance. So this would represent a
16 string of about \$7 million because as
17 you recall the initial Fiscal '20 budget
18 that was approved, we had requested use
19 of about \$4 million of the fund balance.

20 So the main factors that have
21 influenced the change of negative 4
22 million to about \$3 million positive
23 would include factors as the 20 percent
24 improvement in the summer tuition, which
25 is very significant and somewhat

1 Board of Trustees, 08/20/2020
2 surprising to us, but we do welcome
3 that, and also in terms of the cost
4 factors we are projecting a 5.83 percent
5 reduction in permanent and part-time
6 salaries, and then with the variable
7 costs and based on the aggressive
8 measures that we have put in place,
9 we're projecting about a 12.02 percent
10 reduction and that would include the
11 instructional supplies which was
12 determined by the disruption of COVID,
13 reduction in maintenance cost for
14 equipment and also in terms of our
15 utility. So we did see some savings
16 there as well.

17 So one of the other challenges
18 that we had, and this was something that
19 we had to really get our arms around
20 just to make sure that we remain liquid,
21 was cash management. So based on what
22 we employed, we have been able to
23 maintain our payroll and our other
24 statutory reductions. We have been able
25 to remain liquid, and as we've shared

1 Board of Trustees, 08/20/2020
2 some while back when we did cash flow
3 projection just to show or demonstrate
4 how the college would be able to support
5 these costs given some of the stringent
6 reductions in cash flow that we have
7 had.

8 So the County continues to pay
9 its weekly commitment of \$3 million. So
10 we have just about 2 more weeks to go
11 and conversations with the comptroller's
12 office indicates that they would make
13 good on their cash commitment by the end
14 of August.

15 The other variable that we never
16 factored in but was sprung on us was the
17 20 percent reduction in our quarterly Q4
18 payment from the State of New York which
19 represents about \$2.7 million. To date
20 we're still unsure if or when that will
21 be paid. So as we close out the fiscal
22 year, we will need to have a
23 conversation with our auditors on how we
24 will handle that transaction. So we
25 will keep the board apprised on how we

1 Board of Trustees, 08/20/2020

2 reconcile that.

3 In terms of the Fiscal '21, as
4 you recall, we budgeted a 7 percent
5 reduction in enrollment. We also had
6 the elimination of the floor funding
7 from the State which was about \$2.8
8 million, and then we adjusted -- we made
9 adjustment in our budget based on the
10 fact that the County did not approve the
11 2 percent increase that we originally
12 projected, and equally as important we
13 thought we were conservative by putting
14 the 7 percent decline in enrollment, but
15 as we're seeing now we are somewhat
16 north or south of that number depending
17 on how you look at it.

18 So we're not close to the 7
19 percent, but I know Dr. Adams and the
20 administration and the rest of the team
21 are working very diligently to reach out
22 to students, register students, and
23 ensure that we have cash payments coming
24 in for those students as well.

25 So what we're doing right now is

1 Board of Trustees, 08/20/2020
2 really, just at least informally,
3 looking at different models to determine
4 what impact the revenues will have.
5 What impact enrollment will have if it
6 veers off to the original budget.

7 So as we close out the year and
8 by next board meeting we'll have a
9 better sense of where enrollment is, the
10 impact it will have on Fiscal '21, and
11 also where we'll be in terms of our
12 Fiscal '20 closeout.

13 The one other piece that I would
14 like to mention, which is very new to
15 us, two days, is the State notified us
16 through HESC, Higher Ed. Service Corp.,
17 that there is a likelihood that the
18 additional funds that we received for
19 the Excelsior program and STEM program
20 will only be paid at 80 percent.

21 So for our Fiscal '20 what that
22 means for us is that we potentially may
23 not see an additional \$300,000 that they
24 owe us, but if this continues into
25 Fiscal '21, then we're talking about a

1 Board of Trustees, 08/20/2020
2 bigger impact which would be an
3 additional \$3 million to work with our
4 budget.

5 So we're waiting to see what
6 direction the State will take with that,
7 and then really look at a comprehensive
8 impact from the State and our Fiscal '21
9 budget, and again, we will definitely
10 keep the board apprised of what is
11 transpiring there.

12 At this point, are there any
13 questions based on the Fiscal '20
14 projection and the update of the Fiscal
15 '21 budget?

16 VICE CHAIR MORGO: This is Jim
17 Morgo and, Dr. Harris, I have more an
18 observation than a question. All things
19 considered, you know, and it's obviously
20 everything is relative, I think you and
21 Lou and the rest of the administration
22 that deals with fiscal matters must be
23 congratulated for being nimble.

24 When you consider the 20 percent
25 cut from the State, getting 2 percent

1 Board of Trustees, 08/20/2020
2 less than we were budgeted to get from
3 the County, you know, those are 2 of our
4 3 key sources of revenue, and you've
5 been able to adjust. We haven't had a
6 problem with cash flow as of yet.

7 We see how other higher
8 institutions, higher education
9 institutions, have had really much more
10 severe problems than we. Nassau
11 Community College was very fortunate
12 that they were in the Town of Hempstead
13 because Hempstead shared a considerable
14 amount of its CARES money with the
15 Nassau Community College.

16 So you and everybody there to
17 date have done a really exemplary job.
18 The key thing is we know now our third
19 source of revenue, tuition, is still
20 kind of unknown, and we don't know where
21 we're going to be.

22 When Chris Adams gives his
23 report, I have a question, but I'll hold
24 that to Chris's report, but again, you
25 guys are working very hard and the fact

1 Board of Trustees, 08/20/2020
2 that we came in with a fund balance and
3 actually for the time being we were able
4 to increase it is really noteworthy. I
5 just want to send my congratulations.

6 VICE PRESIDENT HARRIS: Thank you
7 Trustee Morgo, and the performance of
8 the college is a testament of the
9 leadership of President Petrizzo and the
10 support from the executives and the rest
11 of the team recognizing the position
12 that we're in while at the same time
13 being able to provide the services to
14 the students. So we will continue to
15 work together and with the board to
16 achieve in the mission of the College.

17 CHAIR MURRAY: This is Chris
18 Murray. Again, I would echo the
19 comments about our appreciation for the
20 administration, Mark, and everybody's
21 effort, Lou's effort, to deal with a
22 very, very difficult situation.

23 We were kind of hoping that there
24 would be some relief from the federal
25 government through the stimulus

1 Board of Trustees, 08/20/2020
2 packages. That doesn't seem like it's
3 going to happen at the end of today. I
4 don't know if there will be a change of
5 heart which is very disappointing.

6 It just impacts not just us but
7 all levels of local government, state
8 government, and it's creating a real
9 hardship and puts a lot of pressure on
10 institutions that are needed now more
11 than ever.

12 So anything you want to do and to
13 urge whoever represents you to deal with
14 it and to come to an agreement would be
15 appreciated. It has real impact on
16 people and our community.

17 But again, as Jim said, I think
18 the administration has done a great job
19 in dealing with the situation. We are
20 not worried right at this moment about
21 cash flow which is always a good thing,
22 and again, thank you Mark for your
23 report.

24 Does anybody else have any
25 questions or comments?

1 Board of Trustees, 08/20/2020

2 If not, there are a number of
3 resolutions that were contained in your
4 package. They are pretty explanatory.

5 Are there any comments or
6 questions with regard to the
7 resolutions?

8 If not, one of the resolutions
9 going back to Mark was the County (audio
10 inaudible) so there had to be a
11 resolution amending the budget to
12 reflect that from the reserves. There
13 are payments we're required to make that
14 are called for in the resolutions.

15 The 2 things I want to mention
16 that were discussed, there was a
17 decision by the executive committee,
18 which are subject to confirmation by the
19 full board, to, 1, for the remote
20 learning it used to be \$75 per credit
21 for remote learning but since everybody
22 is remote learning at this point, the
23 decision was made to keep it just \$75
24 for the totality of the classes for the
25 individual.

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2 In addition, there was scheduled
3 to be a raise in the cost for the
4 Excelsior program or -- I'm sorry, the
5 Beacon program for the high school
6 students, and we, the committee, is
7 recommending that that raise not take
8 place this year but in performance with,
9 you know, holding the line on tuition
10 and it's going to be what it was the
11 last year.

12 Those are kind of the highlights
13 of the resolutions. Are there any
14 questions or comments?

15 If not, I'm going to ask
16 Priscilla if she would make the motion
17 to approve college resolutions 2020.36
18 through 2020.44.

19 TRUSTEE ZARATE: Priscilla Zarate
20 making that motion.

21 CHAIR MURRAY: Gordon, will you
22 second that motion?

23 TRUSTEE CANARY: Gordon Canary
24 seconding the motion.

25 CHAIR MURRAY: All those in favor

1 Board of Trustees, 08/20/2020

2 please say aye. Any opposed?

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

5 CHAIR MURRAY: What I was going
6 to ask you, are you going to have Chris
7 give his enrollment during your report?

8 PRESIDENT PETRIZZO: Yes.

9 CHAIR MURRAY: So at this point I
10 would go to committee reports. I know a
11 lot of committees haven't met which is
12 understandable, but those that have that
13 have reports we would be happy to hear
14 them.

15 First, Budget and Finance.
16 Kevin, do you have anything to report?

17 MR. O'CONNOR: I think whatever I
18 had to report was taken care of already.

19 So, again, I do echo the work
20 that has been done by Lou and his staff,
21 and I don't know if there are many
22 schools that are having -- I guess I
23 don't want to say positive news but at
24 least we're not discussing the world
25 coming to an end. So, again, I thank

1 Board of Trustees, 08/20/2020

2 the staff and what they have done.

3 CHAIR MURRAY: Thank you.

4 Student Success?

5 TRUSTEE PAGDANGANAN: Thank you,
6 Mr. Chair.

7 The Student Success Committee met
8 on August 11th. On the Student Affairs
9 side Dr. Adams reports that the
10 enrollment services day on each campus
11 has been successful. Dr. Adams pushed
12 to have students come back for the
13 face-to-face advisement and registration
14 practicing social distancing during the
15 month of August.

16 We are now using the Suffolk
17 Federal Credit Union Arena at the
18 Michael J. Grant campus, the Brookhaven
19 gym at the Ammerman campus, and the
20 Health and Wellness Center at the
21 Eastern campus.

22 Students are able to meet with an
23 advisor, register for class, and pay
24 their bills. Over the last 2 and a half
25 weeks the college has serviced about

1 Board of Trustees, 08/20/2020

2 3,000 students.

3 We would like to thank Dr. Adams
4 and the hard work of the 3 of those
5 deans of Student Affairs, Dr. Meryl
6 Rogers at the Eastern campus along with
7 our IT department lead by Vice President
8 Shady Azzam-Gomez and Steve Clark and
9 our varsity team lead by Vice President
10 Mary Lou Araneo and Associate Dean Drew
11 Biondo.

12 For the CARES Act the college has
13 distributed over \$3 million to the CARES
14 Act Fund to priority 1 and priority 2
15 students. The maximum award that any
16 one student can receive is about \$3,000,
17 and the process involves a simple
18 application which is reviewed by the
19 committee, and the funds are distributed
20 within 48 hours. The money is given to
21 students directly to a bank mobile or
22 direct deposit. Students without those
23 options receive instead a check mailed
24 to their home.

25 On the town hall meetings, the

1 Board of Trustees, 08/20/2020
2 college has been hosting town hall
3 meetings in June weekly to give students
4 an opportunity to share opinions,
5 feelings, and encourage student
6 dialogue.

7 The town hall meetings began with
8 the need for a forum to discuss the
9 George Floyd death and is a
10 collaboration between the Black and
11 African American Task Force, the CSJHU,
12 Multicultural Affairs, and Student
13 Activities. Faculty and staff have been
14 actively involved as well as the
15 community activists with members of the
16 SCPD.

17 For the Academic Affairs reported
18 by Dr. Paul Beaudin, the academic deans,
19 and staff of the college registrar have
20 almost completed a conversion of 3,000
21 sessions into new modalities. 99
22 percent of the classes will be online
23 either fully synchronous or
24 asynchronous.

25 And at this time I would like to

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2 call on Dr. Paul Beaudin if we would
3 like to speak more about this, please.

4 Dr. Beaudin.

5 DR. BEAUDIN: Good, Bell. Thank
6 you, so much.

7 Bell, 90 percent will be online
8 and 10 percent will be blended. So for
9 10 percent of the sections those
10 students will be coming to campus.

11 Bell asked me to articulate about
12 how we are offering the online classes.
13 Online classes are being offered in 3
14 different modalities.

15 First, about 40 percent, nearly
16 40 percent, of the sections are fully
17 online which means that the students do
18 not have to be at their computers at a
19 specific time. This is very appealing,
20 has been for years here at the college.
21 So about 40 percent of students --
22 sections rather will be fully online.

23 Almost 35 percent of the sections
24 will be synchronous online which means
25 the faculty member and the student are

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2 expected to be online at their computer
3 at a specific time. So this is a way of
4 replication of classroom instruction
5 that the faculty member and students are
6 together for those 3 hours a week, and
7 that will be done through Blackboard
8 Collaborate, Teams, or Zoom. And I am
9 grateful to Vice President Azzam-Gomez
10 for being so integral in helping us with
11 the Zoom.

12 And about 15 percent will be what
13 we're calling combined online. Combined
14 online means that students will be there
15 for 1 hour and 50 minutes with their
16 professor online and the other half of
17 the course, the other 1 hour and 50
18 minutes per week, will be done
19 asynchronously or fully online, and the
20 students will continue to communicate
21 with each other in that modality so that
22 some of the work is being done with the
23 professor and the other part of work is
24 being done with the professor but not
25 being bound by time.

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2 I'm thrilled that the faculty did
3 such a good job of providing diversity
4 of choice for students. It's really
5 important at this juncture I believe
6 that students have a choice in taking
7 the online modality. Some of our
8 students are working and it's just
9 easier for them to be doing the fully
10 asynchronous, and others look forward to
11 a large degree of face-to-face time.
12 Not face-to-face physically but
13 face-to-face on the computer or
14 partially. So we're very happy about
15 that.

16 So, Bell, I think that that's all
17 on the modalities. Is there anything
18 else you would like me to comment on?

19 TRUSTEE PAGDANGANAN: If you
20 would like to talk about the video that
21 is being developed.

22 DR. BEAUDIN: So Dr. Adams's
23 staff is developing a video, and that
24 video is going to help to explain to the
25 students the way the modalities will

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2 work and the kind of equipment that is
3 necessary. So Dr. Adams can comment
4 more about that, Bell.

5 TRUSTEE PAGDANGANAN: Okay.

6 Thank you so much, Dr. Beaudin.

7 DR. BEAUDIN: Thank you, Trustee.

8 I appreciate it.

9 TRUSTEE PAGDANGANAN: For the
10 fall schedule, it's being monitored
11 weekly in order to keep the offerings as
12 lean as possible and still fill our
13 needs.

14 The summer session was successful
15 as 1,400 seats were added over the past
16 year. The TASC, T-A-S-C, exam, formerly
17 the GED, resumed this week for small
18 groups. The welding and machining
19 classes resumed yesterday to allow
20 students the opportunity to complete
21 their coursework that was disrupted in
22 March. Surgical technology resumed as
23 well in small groups.

24 Plexiglass is in the process of
25 being installed as needed in preparation

1 Board of Trustees, 08/20/2020
2 of the fall reopening, and the Center
3 for Innovative Pedagogy saw 2,000 seats
4 occupied for our faculty who
5 participated in training modules to
6 improve distant learning skills.

7 In the area of Institutional
8 Advancement, a lot of work was done over
9 the summer months to develop and
10 communicate the College's plan for
11 reopening the campuses to the staff and
12 the students. The reopening plan needed
13 approval from SUNY, and the college then
14 developed a 15-page comprehensive
15 document, a return to work guidelines,
16 for employees.

17 The new protocol requires each
18 employee fill out a daily health
19 screening questionnaire. If cleared to
20 come on campus, the employee presents an
21 email notification of clearance to show
22 Public Safety and can proceed to their
23 offices. Social distancing and mask
24 wearing are required.

25 A similar document is also being

1 Board of Trustees, 08/20/2020
2 developed in preparation for the
3 students' return to the campus and those
4 include additional information which
5 will be pertinent for student needs and
6 concerns.

7 Enrollment days advertising has
8 been successful, and today over 100
9 people attended the event as walk-in
10 which is in addition to those who
11 attended by making a reservation.

12 The TRIO Student Success grant
13 has been renewed for another 5 years
14 through 2025, and the program has been
15 expanded to reach another 50 students
16 for a total of 324. Our grant reviewers
17 gave us a perfect score which is a
18 rarity. Dr. Beaudin added that the
19 grant is a positive impact on student
20 retention and provides tutoring,
21 counseling, and helps us accomplish our
22 Achieving the Dream goal.

23 Also, Carol Wickliffe-Campbell
24 informed the group that the Black and
25 African American Student Success Task

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2 Force, Multicultural Affairs, Student
3 Activities, and the CSJHU has been
4 collaborating so the students feel
5 supported during this challenging time.

6 The current events including the
7 George Floyd death, COVID-19, and the
8 remote learning, we are seeing an impact
9 to the mental, social, and emotional
10 needs of the student population. Right
11 now the Task Force is working to fill
12 these needs and starting to do so by
13 forming subcommittees on curriculum, on
14 student retention, engagement, and
15 climate and community.

16 Two hundred laptops have been
17 distributed, which we discussed
18 previously, and we're still continuing
19 for the fall semester. Hot spots were
20 also provided to students without
21 Internet access.

22 I just want to add also I had
23 suggested that maybe we can also assist
24 by tapping on our contacts in the
25 corporate world if there is need for

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2 more laptops for the students.

3 Also, Trustee Gambina informed
4 the group that the campus SGA officers
5 are recruiting more members for their
6 executive board. At the next meeting
7 the discussion will take place about how
8 to approach the coming school year.

9 Trustee Zarate reported that she
10 and Trustee Lopresti attended the New
11 York Community College Trustee meeting
12 which focused on diversity, equity, and
13 inclusion.

14 Trustee Zarate would like to meet
15 separately with Carol
16 Wickliffe-Campbell, Christina Vargas,
17 and Dr. Adams to discuss plans that are
18 in place to address those topics across
19 the board at the college. In September
20 Dr. Adams will arrange a meeting and she
21 would like to also see outreach to the
22 Hispanic community such as has been
23 created to the Black and African
24 American students.

25 That is my report, Mr. Chair.

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2 Thank you.

3 CHAIR MURRAY: Thank you. I'm
4 going to jump on board for a little bit
5 and just call on Gemma if she wants to
6 do a report on the Personnel Committee.

7 TRUSTEE DELEON-LOPRESTI: Thank
8 you, Chair Murray.

9 The Personnel Committee meeting
10 was held on July 28, 2020, at 5:00 p.m.
11 via videoconference. I was present
12 along with Chair Murray, Trustee Shirley
13 Coverdale, Dr. Jeffrey Pedersen,
14 Angelica Rivera, and Ashley Pope from
15 the general counsel's office.

16 The committee reviewed
17 preliminary research regarding search
18 companies to assist in the presidential
19 evaluation process. Dr. Pedersen
20 reported that some companies send out
21 surveys and tally responses but don't
22 provide any interpretation. Those
23 services were estimated to be
24 approximately \$2,000. Other firms offer
25 advice, consultation, et cetera on the

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2 process but do not distribute or collect
3 data.

4 Dr. Pedersen discussed the
5 services provided by the Association of
6 Community College Trustees which offers
7 survey development, they will distribute
8 and collect data, provide a
9 comprehensive report and take part in a
10 telephonic conversation with the
11 trustees and follow up with the trustees
12 and the president. Their quote which
13 was provided last February was \$3,000.

14 So the trustees discussed these
15 services and believe it provides a good
16 value offering more comprehensive
17 services at a reasonable price. We were
18 looking for more services. The trustees
19 were somewhat dissatisfied with the
20 services that we had contracted with in
21 the past by way of background. We had
22 the data but there was really no
23 interpretation or analysis of the data
24 and that kind of had to be performed by
25 the trustees themselves using a lot of

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2 interpretation and nonobjective
3 measures.

4 So the services of ACCT would
5 enhance the current process and provide
6 a more effective analysis, and
7 additionally ACCT provides -- they
8 specialize in community college trustee
9 roles and responsibilities.

10 Dr. Pedersen also discussed
11 metrics that can used in the evaluation
12 process called key performance
13 indicators. The trustees had expressed
14 to Dr. Pedersen that we wish to include
15 more metrics by which we can analyze and
16 objectively measure the performance of
17 the incoming president.

18 So these key performance
19 indicators are addressed in the annual
20 report of institutional effectiveness
21 which measure progress a college has
22 made on measures that were established
23 during the strategic planning process.
24 These include retention, persistence,
25 graduation rates and transfer rates,

1 Board of Trustees, 08/20/2020
2 diversity statistics such as
3 underrepresented minorities, financial
4 data, communications, statistics, and
5 much more.

6 The committee thanks Dr. Pedersen
7 for his work and for his report and
8 adjourned the meeting at 5:45 p.m.

9 CHAIR MURRAY: Thank you, Gemma.

10 Go back now to the Governance
11 Committee. Gordon, I'm not sure if you
12 have anything to report.

13 TRUSTEE CANARY: This is Trustee
14 Canary speaking. The Governance
15 Committee has not met again. Nothing
16 for our agenda.

17 I'll repeat what I had said at
18 last month's meeting. We do anticipate
19 COVID-19 situations that will be coming
20 up in the fall that we are confident
21 that the Governance Committee will be
22 meeting in September with items in the
23 agenda to resume, but at this point in
24 time nothing to report. Thank you.

25 CHAIR MURRAY: Thank you.

1 Board of Trustees, 08/20/2020

2 Facilities Committee which hasn't
3 met and doesn't really function at this
4 point, but I want to ask the board if
5 there are any -- and you don't have to
6 tell me now, but if anyone would
7 consider chairing that committee and
8 reactivating it.

9 The reason I say this is I think
10 it's very important especially given how
11 we're going to have to deal with the
12 virus and coming back to the -- the
13 students coming back to the campuses and
14 what we may have to do to our facilities
15 to make them safe.

16 I think there are a lot of issues
17 that can be handled by the Facilities
18 Committee, and I said this in other
19 meetings, but I really would like if
20 someone would volunteer and take on the
21 chairman of that committee.

22 Again, you don't have to respond
23 now, but please give it some thought and
24 if you're interested, just let me know.

25 The Foundation, is there a report

1 Board of Trustees, 08/20/2020

2 from the Foundation Committee?

3 TRUSTEE PAGDANGANAN: Yes, Mr.

4 Chair.

5 Our first item is our new event
6 called Sipping For Scholarships. As the
7 coronavirus pandemic has impacted
8 virtually every aspect of our lives
9 including efforts by the Foundation to
10 raise funds for the student
11 scholarships, the Foundation has
12 rescheduled the annual Golf Classic
13 until next year and the annual Salute to
14 Excellence Gala because it was
15 originally scheduled for the fall,
16 likely to be delayed or rescheduled as
17 well.

18 Despite these scheduled changes
19 though, the Foundation remains flexible,
20 nimble, and strategic. This year the
21 Foundation is introducing the first ever
22 virtual fundraising event entitled
23 Sipping for Scholarships, a wine tasting
24 and virtual wine class hosted by our
25 partners at Macari Vineyards, one of

1 Board of Trustees, 08/20/2020

2 Long Island's premier wineries.

3 This event is actually scheduled
4 for tonight. I hope that each of you
5 can join us tonight for this virtual
6 event in support of our shared mission
7 to advance the college and support our
8 students. The event promises to be an
9 overwhelming success bringing together
10 alumni, faculty and staff, friends and
11 family to learn about wine from one of
12 the regions most recognized sommelier,
13 Gabriella Macari, a second generation
14 vintner and wine matching expert.

15 For this event the Foundation
16 partnered with several campus groups to
17 advance this including our Radio and
18 Television Production Program students
19 and faculty. Coordinated by professors
20 Bill Terry and Gayle Sheridan, students
21 in the program wrote, produced, and
22 directed public service announcements
23 heralding the event.

24 While students cannot participate
25 in the actual event due to age

1 Board of Trustees, 08/20/2020
2 restrictions, they provided a
3 professional message in increasing
4 revenue participation. So special
5 thanks to student Harrison Cona for his
6 tireless and professional efforts. We
7 look forward to the success of this new
8 and exciting addition to our fundraising
9 schedule and thank everyone for their
10 support.

11 Next we have the 2020 Shark
12 Shuffle. Plans are underway for another
13 first, which is the 2020 Virtual Shark
14 Shuffle, and this is inspired by our own
15 Interim President Lou Petrizzo whose
16 alma mater sponsored a Dolphin Dash
17 Virtual 5K.

18 The Shark Shuffle will also serve
19 as a fundraiser with proceeds dedicated
20 to scholarships, to student
21 scholarships. Planned for the fall with
22 dates to be announced, the Shark Shuffle
23 will engage students, faculty, staff,
24 family, and friends throughout Suffolk's
25 neighborhoods and communities.

1 Board of Trustees, 08/20/2020
2 Participants can run, walk, scoot,
3 skate, ride, or tag along with their
4 furry friends to complete a 5K in their
5 community, and runners can also sign up
6 online and gather individuals and
7 corporations to sponsor them as they
8 participate.

9 These sponsorships will result,
10 we're hoping, in generous gifts that
11 will support the foundation's
12 scholarship development efforts. It is
13 presented by our partners at the Suffolk
14 Federal Credit Union, and this event
15 encourages corporate sponsorship as well
16 as individual and family teams. Stay
17 tuned as more planning proceeds for
18 this.

19 On the Suffolk Community College
20 Foundation COVID-19 Emergency Fund, when
21 the COVID-19 pandemic emerged in early
22 2020 the Foundation responded
23 immediately with the establishment of
24 the COVID-19 Emergency Fund to support
25 students facing health or financial

1 Board of Trustees, 08/20/2020
2 crisis. Thousands of dollars and
3 hundreds of students later, the fund is
4 gearing up to start in the fall 2020
5 semester in anticipation of new
6 applications for support.

7 The gifts from hundreds of donors
8 including generous support from
9 corporate and philanthropic partners
10 like SUNY Impact Foundation, the United
11 Way of Long Island, and others. The
12 funds were distributed to students with
13 the greatest need.

14 On behalf of the Foundation's
15 Board of Directors and our professional
16 staff, I am grateful to those of you who
17 made gifts to this critical fund.
18 Although we are not out of the woods
19 yet, in fact, we're about to embark on
20 the journey together during which we
21 anticipate an increase in infection and
22 hospitalization rates as schools,
23 colleges, and universities open for the
24 fall semester. This is despite our best
25 efforts to control the spread through

1 Board of Trustees, 08/20/2020
2 social distancing, face masks, and other
3 safety protocols. We really need your
4 support and hope that you will consider
5 making a gift to the COVID-19 Emergency
6 Fund.

7 The 1959 Society Free Estate and
8 Charitable Planning webinar was held and
9 hosted on July 28th, and it provided an
10 insight and guidance into a variety of
11 estate planning strategies for donors,
12 friends, and family.

13 The 1959 Society celebrates the
14 College's founding year and recognized
15 donors who made gifts of charitable and
16 estate planning. We had more than 600
17 people who participated in the statewide
18 webinar. We provided insight into the
19 current tax laws and best practices for
20 planning your estate and ensuring the
21 charitable gifts are demystified.

22 Mr. Martin Finn, a recognized
23 estate planner, shared a variety of
24 strategies to provide gifts to the
25 Foundation through your will,

1 Board of Trustees, 08/20/2020
2 retirement, or life insurance planning,
3 as well as insights to protect your
4 assets and ensure your legacy.

5 On alumni relations we have
6 Swimming With the Sharks. As shark week
7 is celebrated by cable television
8 networks around the world and around the
9 United States, we are reminded of our
10 mascot Finn as reports come in daily of
11 shark sightings along Long Island's
12 south shore beaches.

13 I am delighted to report that
14 more than 130,000 Suffolk Sharks are out
15 there too, and we've been in
16 communication with as many as we can to
17 share the news about the success of our
18 current students, faculty, and staff,
19 and to learn more about where our alumni
20 are living, working, and raising
21 families.

22 So the Foundation team has
23 reached out to our alumni throughout the
24 summer to share the news about the
25 college and engage them in our

1 Board of Trustees, 08/20/2020
2 fundraising efforts. Right now we're
3 working closely with the college's Radio
4 Television Production Program, known
5 locally as the RTV program, to help our
6 alums stay connected and contribute to
7 the five scholarships that are available
8 only to our RTV students.

9 We are delighted that many RTV
10 alums are actively engaged in this
11 program and sharing their substantial
12 experience and professional connection
13 with the next generation of broadcast
14 professionals.

15 Next, I would like to introduce
16 the Suffolk Federal Credit Union shark
17 card. On Monday, August 17th, the
18 Suffolk Federal Credit Union in
19 partnership with the College and the
20 Foundation introduced the shark card, a
21 unique co-branded ATM/checking account
22 card that allows access to the credit
23 union's vast ATM network and provides a
24 variety of extras for users affiliated
25 with Suffolk County Community College.

1 Board of Trustees, 08/20/2020
2 Suffolk Federal will donate 5
3 cents on each of their debit card
4 signature-based purchases up to \$350 per
5 year to benefit the Suffolk Community
6 College Foundation. This is a new way
7 to raise funds for the critical cause of
8 supporting students.

9 And lastly, a quick update on the
10 fall 2020 scholarship. Scholarship
11 recipients have been selected for the
12 fall 2020 cycle and are currently in the
13 students' account. Scholarships for the
14 next cycle will be opened for
15 applications beginning in late September
16 or early October for the next cycle.
17 Selected scholars are asked for letters
18 of appreciation for scholarship donors
19 that are shared with donors of the
20 Foundation.

21 That's the Foundation's report,
22 Mr. Chair. Thank you.

23 CHAIR MURRAY: Thank you,
24 Belinda.

25 Student Trustee Kaitlyn?

1 Board of Trustees, 08/20/2020

2 TRUSTEE GAMBINA: Thank you, Mr.
3 Chair.

4 As I mentioned earlier, we are
5 recruiting students and preparing for
6 the upcoming semester. We are still
7 having biweekly student government
8 meetings where students from all three
9 campuses can participate. I know we
10 discussed a lot of ideas for the
11 upcoming semester, but nothing is
12 definite yet.

13 I also spoke with Bill last night
14 about another student government Board
15 of Trustee's meeting as we have in the
16 past where we have it over Zoom or
17 conference call so we can have that
18 connection and you can really get an
19 idea of what students are thinking and
20 meet the new student government. I will
21 plan a date, and we'll work best with
22 your schedules, but that's my report for
23 now. I anticipate that once the
24 semester starts we will have a lot more
25 to discuss, but for right now that is

1 Board of Trustees, 08/20/2020

2 it. Thank you.

3 CHAIR MURRAY: Thank you,
4 Kaitlyn.

5 Lastly, I don't know -- the
6 presidential search, Theresa, do you
7 have anything to report?

8 TRUSTEE SANDERS: Hi, Mr.
9 Chairman. I do have a quick update.

10 As you know, our recruitments,
11 Isaacson Miller, is still continuing the
12 search for our president for Suffolk
13 County Community College.

14 Just a reminder for all of you
15 that you should please share the link to
16 the Suffolk website so that any
17 interested candidates could apply. We
18 welcome any recommendations that you may
19 personally have in regard to potential
20 candidates or others who might have
21 suggestions about candidates. So the
22 link is still on the Suffolk website or
23 you can actually send any suggested
24 nominations so the nominees can nominate
25 themselves directly to Kate Barry at the

1 Board of Trustees, 08/20/2020

2 Isaacson Miller search firm.

3 Thank you.

4 CHAIR MURRAY: Thank you,
5 Theresa.

6 That's it for the committees'
7 reports.

8 Chair's report I am going to
9 defer and ask Lou if he would give the
10 President's Report.

11 PRESIDENT PETRIZZO: Okay. Will
12 do. Thank you, Mr. Chairman and members
13 of the board.

14 First off, on behalf of the
15 administration, we would like to offer
16 our congratulations to Student Trustee
17 Kaitlyn Gambina on her election to a
18 second term. It wasn't a very hotly
19 contested election like some that may be
20 coming up, but nonetheless, she was
21 easily reelected and much success as she
22 navigates student needs and concerns in
23 the coming year. Good luck, Kaitlyn.

24 TRUSTEE GAMBINA: Thank you, Lou.

25 PRESIDENT PETRIZZO: Also we want

1 Board of Trustees, 08/20/2020
2 to welcome the new Interim Campus
3 Executive Dean of the Grant campus, Dean
4 Donna Ciampa, to the cabinet. Dean
5 Ciampa was the Associate Dean for
6 Academic Affairs at the Grant campus and
7 is well versed in all matters having to
8 do with that campus, having worked there
9 for a while, and she is assuming this
10 leadership role, and we wish her great
11 success in her new role as Executive
12 Dean of the Grant campus.

13 DEAN CIAMPA: Thank you, Mr.
14 Petrizzo.

15 PRESIDENT PETRIZZO: You're quite
16 welcome.

17 Executive Dean, Dean Rios, Irene
18 Rios, has now assumed leadership of the
19 Ammerman campus, and she has the
20 distinction of having served as the
21 Executive Dean of the Eastern campus,
22 the Grant campus, and now the Ammerman
23 campus for a trifecta, and of course we
24 wish her well and much success.
25 Congratulations also to Dean Irene Rios.

1 Board of Trustees, 08/20/2020

2 DEAN RIOS: Thank you, Lou.

3 PRESIDENT PETRIZZO: Enrollment
4 is finally showing some encouraging
5 signs.

6 We had suspected all along that
7 there was a great deal of difficulty for
8 our students and their parents in
9 navigating admissions, registration,
10 financial aid over the Internet, and
11 came up with the idea through Dr. Adams
12 and Student Affairs to have the sort of
13 a one stop center set up on each campus
14 where students can come through for
15 either admissions or selecting their
16 classes for registration, getting
17 advisement, and doing financial aid, and
18 paying all in one place.

19 And that has turned out to be a
20 very encouraging move in many, many
21 ways. We are seeing many more students
22 coming through this process than we saw
23 through the Internet. In fact,
24 yesterday I believe we had 531 students
25 come through the process on the 3

1 Board of Trustees, 08/20/2020

2 campuses and that was just one day.

3 So hats off to Dr. Adams, to Mary
4 Lou Araneo for the media, Dr. Beaudin,
5 Irene Rios, Donna Ciampa, and also hats
6 off to the IT staff who has done really
7 yeoman's work in setting up these 3 one
8 stops with all of the IT equipment, the
9 terminals, the printers, the complete
10 facilities so that we can service
11 students in one location from A to Z.
12 So Vice President Shady Azzam-Gomez and
13 Stephen Clark, they both should be
14 singled out for performing outstanding
15 work here.

16 And now let Dr. Adams now talk a
17 little bit more about enrollment.

18 Dr. Adams?

19 VICE PRESIDENT ADAMS: Thank you
20 President Petrizzo, Chair Murray, and
21 members of the Board of Trustees.

22 As Lou commented, it's been
23 overwhelmingly successful. When we
24 first brought the idea to Lou, I know it
25 was sort of a strange idea, especially

1 Board of Trustees, 08/20/2020
2 in this COVID-19, but as Lou mentioned
3 everyone, the entire college, banded
4 together and we got the job done.

5 If you happen to walk through any
6 of your large arena-type spaces, you
7 will see the social distancing.
8 Everyone is wearing masks. There is a
9 questionnaire that students have to fill
10 out every day that they come in, and
11 it's working very effectively.

12 And I would like to report that
13 as of 3 weeks ago our enrollment was
14 down approximately 20 percent, and that
15 was the reason we needed to do this, and
16 we had a theory that after speaking with
17 students and parents that they wanted to
18 speak with someone in a face-to-face
19 manner.

20 So I'm happy to report that over
21 the last 3 weeks we've seen over 3,000
22 students that have come in. We've been
23 able to do it in a very safe manner.
24 It's been very successful, and we
25 brought our enrollment up which I

1 Board of Trustees, 08/20/2020

2 estimate to be down 13 percent. So we
3 went up 7 percent.

4 Today is the scheduling day which
5 students have to confirm their
6 attendance if they are full financial
7 aid or pay their bill by 10:00 today.
8 So we will really see what the numbers
9 look like tomorrow morning for the
10 scheduling that will happen tonight at
11 10:00.

12 Very successfully you've probably
13 seen it in our marketing and our media,
14 Mary Lou and her team is in Newsday,
15 it's on the radio, it's on television.
16 What's been very interesting to me is we
17 created a system where students can come
18 in or can call in and make appointments,
19 but we're seeing more walk-ins. So that
20 shows you that the marketing has been
21 highly successful.

22 One of the things we're seeing is
23 more part-time students than full-time
24 students, and there are probably a
25 number of reasons for that, but it's

1 Board of Trustees, 08/20/2020
2 interesting that we're really increasing
3 our part-time students which obviously
4 has our head count report looks pretty
5 good but our FTD numbers are not
6 equivalent to what we saw last year at
7 this time, but again, I will be able to
8 update the board through President
9 Petrizzo tomorrow probably during the
10 BOT report if there is one to be able to
11 give what our actual numbers are
12 compared to where we were last year. I
13 am very pleased with the direction we're
14 going.

15 Add/drop is happening on
16 September 8th. So students -- we will
17 take students up until September 8th.
18 In addition, I have been working very
19 closely with Dr. Beaudin on some late
20 start classes for those students who
21 have gone away and have had buyer's
22 remorse. They want to come back. They
23 don't want to live in the residence
24 halls, or they are concerned about
25 whatever the situation is.

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2 As you have probably seen on the
3 news that colleges all across the
4 country have started and now are closing
5 up their residence halls and sending
6 students back home. We believe that we
7 will get a tremendous amount of that,
8 and we are prepared to have late start
9 classes that will begin in October,
10 October 7th. It will be 10 weeks, and
11 it will be aligned with students that
12 come to us after September 2nd that want
13 to come to Suffolk County Community
14 College.

15 So I believe everything that
16 we've done -- it's the full court press
17 at this point. We're emailing, calling
18 students. Students that haven't
19 registered yet, students that have not
20 paid their bills yet to really make this
21 happen, and we understand that with the
22 money coming in from the State, we need
23 the supplement with enrollment. So I'm
24 really confident that we will get
25 somewhere below 10 percent in the next 2

1 Board of Trustees, 08/20/2020

2 weeks.

3 Are there any questions from any
4 members of Board of Trustees at this
5 time?

6 CHAIR MURRAY: Thank you, Chris.

7 VICE PRESIDENT ADAMS: Thank you.

8 TRUSTEE MORGO: Excuse me, folks.
9 This is Jim Morgo. I just got an
10 emergency business call that I had to
11 take so I was on hold, and of course it
12 came during a report that I really
13 wanted to hear on enrollment.

14 I have one question if I may ask
15 it now, Mr. Chairman?

16 CHAIR MURRAY: Sure.

17 VICE CHAIR MORGO: I don't think
18 this was asked. Chris or whoever would
19 know this best. It may be -- I don't
20 expect a definitive answer, but I want
21 to put this on your radar.

22 Did freezing tuition, have you
23 seen any meaningful impact on
24 enrollment?

25 Now I'm sure you know why I'm

1 Board of Trustees, 08/20/2020
2 asking that question, but this is
3 something that would have future
4 significance for other budget years.
5 Several of us, the chair of Budget and
6 Finance, the chairman of the trustees,
7 all advocated freezing tuition. One of
8 the main reasons we thought it would
9 spike enrollment.

10 My question, whoever can answer
11 it, and as I say you might not even know
12 yet if it's measurable, but it's
13 something we should endeavor to try to
14 find out when we have a clearer idea of
15 where we are with enrollment.

16 I know during the executive
17 committee Chris said that he thought we
18 would be someplace south of the 7
19 percent budgeted enrollment estimate
20 decline, 7 percent decline.

21 So, Chris, do you understand my
22 question? Can you respond?

23 VICE PRESIDENT ADAMS: So, Jim,
24 it's very hard to quantify that at this
25 point. I can tell you anecdotally that

1 Board of Trustees, 08/20/2020

2 I've spoken to a lot of parents and a
3 lot of students and one of the big
4 things that always comes up is you're
5 the lowest on Long Island and we are
6 now.

7 So I think it has has a
8 meaningful impact, but again, until the
9 enrollment cycle is over and we can
10 survey students, and again, we would
11 have to work with Dr. Pedersen on that
12 because he is the expert on coming up
13 with surveys and questions because
14 obviously we don't want to lead people
15 to answer in the affirmative. Of course
16 everyone is going to appreciate a -- so
17 it's very hard to quantify now.

18 I do want to clarify that I said
19 during our meeting not south of 7
20 percent, south of 10 percent.

21 VICE CHAIR MORGO: Okay.

22 VICE PRESIDENT ADAMS: I wish --
23 if I can get below 7 percent, I will be
24 screaming from the buildings, but
25 obviously that is our goal, but I do

1 Board of Trustees, 08/20/2020
2 feel confident that we will be somewhere
3 below 10 percent when it's all said and
4 done, when all the Beacon numbers are in
5 and everything else.

6 VICE CHAIR MORGO: Well, the
7 south of 7 percent was really the goal
8 of freezing tuition and it was one of
9 the key goals, not the only goal, but it
10 was also emphasized in our media
11 campaign.

12 Some other schools of higher
13 education did the same thing. I was
14 going to say copy us, but we did the
15 same thing and they emphasized it as
16 well.

17 So I assumed it was premature. I
18 think I said that. It was premature to
19 get a definitive answer, but please keep
20 that in mind because it is hope that
21 after the pandemic we will have other
22 budget cycles and years to come, and it
23 would be really worthwhile to know
24 because when we discuss freezing tuition
25 some indicated that it wasn't a sound

1 Board of Trustees, 08/20/2020
2 fiscal measure, and it might not have
3 been if it didn't result in really
4 positive results.

5 So if you achieve that in, you
6 know, in with Jeff Pedersen on your
7 radar that if we can somehow see if the
8 freezing and knowledge of the freezing
9 did have a positive outcome.

10 VICE PRESIDENT ADAMS: Will do.

11 TRUSTEE DELEON-LOPRESTI: This is
12 Trustee Gemma Lopresti. I just have a
13 comment.

14 I just want to commend the work
15 of President Petrizzo and Chris Adams.
16 I think that that goal of being under 10
17 percent is extraordinary, and if you can
18 accomplish that, then congratulations to
19 all of you because I am hearing reports
20 from other institutions more in the
21 double digits, 20 percent, 15 percent,
22 25 percent.

23 I think universities that have a
24 high international population or have
25 dorms are suffering tremendously. So I

1 Board of Trustees, 08/20/2020

2 think anywhere between 7 and 10 percent
3 is a good goal to accomplish.

4 I just want to thank all of you
5 for extraordinary efforts during this
6 very, very difficult time.

7 PRESIDENT PETRIZZO: And thank
8 you.

9 CHAIR MURRAY: I was just going
10 to add with regard to Jim's comment, I
11 know we were trying to increase it over
12 the 7 percent, but it's kind of hard to
13 determine the effect of the tuition
14 freeze because it could have been a lot
15 worse. It's really shooting in the dark
16 a little bit. I think everyone is in
17 the world given the coronavirus.

18 So hopefully at least this plays
19 some role in stemming the decline a
20 little bit, but I do think it's
21 something that we have to really look at
22 and put together because we're going to
23 face this choice of tuition increases,
24 reserves, et cetera in years in the
25 future, and the more information we can

1 Board of Trustees, 08/20/2020

2 get even if it's anecdotal, you know,
3 the better.

4 But again, I would like to thank
5 Chris Adams and Lou for the effort, and
6 I wait each day for the report of what
7 is going on. I'm very curious so
8 whatever information you can provide to
9 us, we are very, very interested.

10 VICE CHAIR MORGO: That was
11 exactly my point. For future budgets
12 whatever we can find out about the
13 impact of freezing would be worthwhile.

14 VICE PRESIDENT ADAMS: Will do.

15 PRESIDENT PETRIZZO: Thank you,
16 Chris.

17 The State budget continues to be
18 an unknown for us. The 20 percent that
19 was held out of our '20 budget amounted
20 to \$2.7 million. If you believe Newsday
21 today, that 20 percent cut is going to
22 continue into the '21 academic year,
23 although we have not been notified of
24 that directly from either SUNY or from
25 the State budget division.

1 Board of Trustees, 08/20/2020

2 The disturbing news that we did
3 get was concerning the Excelsior program
4 and the fact that students who had
5 received those awards we are only going
6 to be receiving 80 percent of what they
7 were entitled to.

8 The problem with that is we don't
9 know what that other 20 percent should
10 represent. Are we supposed to go after
11 students for the 20 percent? Are we
12 supposed to absorb the award that the
13 State gave to a student because the
14 State no longer has the money, and what
15 does that say going forward?

16 Because if that continues into
17 the budget year '21, Mark, Vice
18 President Harris has estimated that
19 that's a \$3 million deficit for the
20 College, and it's certainly not the
21 fault of the students, but we really
22 need to get clarification on that.

23 That was just issued Tuesday
24 evening, but that is a major concern at
25 the moment for us, and we hope to get

1 Board of Trustees, 08/20/2020
2 some clarification on that and when we
3 do, we will pass that along to the board
4 members.

5 As was reported a little earlier,
6 we have dispersed \$3 million in CARES
7 Act money to students. We continue to
8 have approximately \$3.5 million for
9 students and we're continuing to make
10 that available to students as they need.

11 We had disbursed about \$1.75
12 million in institutional CARES Act
13 money. Much of that for equipment for
14 remote learning, software, et cetera,
15 and we have about \$4.7 million of that
16 money remaining for disbursement as
17 well.

18 We are working very diligently to
19 try to open the 2 campus child care
20 centers on Ammerman and on Grant. We
21 recognize that there continues to be a
22 need for those centers, and we are
23 trying our very best to try to get them
24 up and running.

25 The Open Meetings Law, the

1 Board of Trustees, 08/20/2020
2 governor has extended the relaxation of
3 Open Meetings Law through September 4th.
4 So unless that is extended further, the
5 September meeting will have to be a live
6 meeting to come under the Open Meetings
7 Law provision. We'll follow that for
8 you and let you know.

9 You may have seen in the past
10 week the governor has made a decision on
11 health clubs and pools. We are studying
12 those regulations very carefully. As
13 you know, we operate two health clubs,
14 one on the Grant campus, one on the
15 Eastern campus, and the members have
16 been inquiring on a fairly regular basis
17 about those clubs.

18 We will have to better understand
19 the regulations on those and see what,
20 if anything, we can do about opening
21 those clubs. There is revenue involved
22 and there are commitments involved, but
23 we can only do what we can do safely,
24 and we'll have to study that a little
25 bit more.

1 Board of Trustees, 08/20/2020

2 We have engaged in some serious
3 discussions with our collective
4 bargaining units, and we are hopeful to
5 report in the very near future on the
6 results of those discussions. Hopefully
7 we can do something with those
8 discussions that results in benefits
9 both to our employees and to the college
10 and our operations.

11 September 2nd is the first day of
12 classes for the fall semester. A little
13 less than 2 weeks away, and we have been
14 working very, very diligently on coming
15 up with a safe start plan. I've asked
16 Dean Irene Rios, Executive Dean Rios, to
17 give you a very brief 5 to 7 minute
18 overview of that plan just so that you
19 know what we have been doing over the
20 summer in addition to all the other
21 issues that you heard today with respect
22 to enrollment and facilities.

23 So Dean Rios?

24 DEAN RIOS: Thank you, President
25 Petrizzo. Good morning, Chair Murray

1 Board of Trustees, 08/20/2020

2 and members of the Board of Trustees.

3 As you know, in late May Mr.
4 Petrizzo asked a number of faculty and
5 staff to participate in our college-wide
6 Safe Start Task Force to address the
7 requirement to build the reopening plan
8 for the College which would comply with
9 the mandate stipulated by the
10 Chancellor's office.

11 I've accepted Mr. Petrizzo's
12 invitation to chair this task force and
13 write our plan, and convened our task
14 force virtually through Teams starting
15 on June 1st, and we have been meeting
16 each and every week since then, and
17 certainly we will continue to meet
18 through the fall semester.

19 The members of our task force are
20 Vice President Beaudin, Araneo, Adams,
21 Azzam-Gomez, and Harris. We also have
22 Ashley Pope general counsel, Carol
23 Wickliffe-Campbell, Angelica Rivera,
24 Donna Ciampa, Professor Kevin McCoy
25 representing the FA, Professor Sean

1 Board of Trustees, 08/20/2020
2 Tvelia representing the Guild, Nancy
3 Schaefer, R.N. representing AME, Phil
4 Sandusky, Assistant Director of Public
5 Safety and Environmental Health, Dr.
6 Hector Sepulveda, Medical Doctor, and
7 our Associate Dean of Academic Affairs
8 at the Grant Campus, Cheryl Schaffer,
9 College Associate Dean School of
10 Nursing, David Schneider, Executive
11 Director for Risk Mitigation, Paul
12 Cooper, Executive Director of
13 Facilities.

14 As well we gathered information
15 from other constituent groups and
16 organized a number of work groups to
17 focus our efforts on specific areas of
18 the college where members of our work
19 groups collaborated with task force
20 members to identify necessary actions
21 that we needed to take for a safe
22 reopening in the summer for our
23 employees, for supporting the late
24 summer college-wide advising and
25 registration events, and for opening in

1 Board of Trustees, 08/20/2020

2 the fall semester.

3 The work groups we've formed were
4 or are plant operations/health and
5 safety/employees, student
6 affairs/auxiliary services, academic
7 affairs, noncredit/ESL/workforce/high
8 school programs, communications, health
9 services, and libraries.

10 Faculty and staff college-wide in
11 these groups met regularly and still
12 continue to meet to move our plan
13 forward. In the interest of time, I
14 will be very quick. I think it's
15 important to identify who these folks
16 are. I will share comments of my
17 remarks with Gabrielle, our reporter, as
18 well.

19 The folks in our work group
20 included Baycan Fideli, Neftali Collazo,
21 Steve Clark, Plant Operations Directors
22 Steve Hartmann/Tony DeAngelis/Joe
23 Fraccalvieri, Beatriz Constanza, Chris
24 Blake, Meryl Rogers, Eddie Martinez,
25 Mary Reese, Jean Conroy of LIU, Joann

1 Board of Trustees, 08/20/2020
2 Braxton, Nancy Brewer, Anna Flack, Patty
3 Munsch, Lauren Take-Cushing, Camille
4 Karlsen, Matthew Okerblom, Jenn Browne,
5 Fara Afshar, Sandra Sprows, Elizabeth
6 Spagnola, Jen Forni, Paul Basileo, June
7 Ohrnberger, John Lombardo, Lisa Cala,
8 Arlene Jackson, Steve Evans, Michael
9 Boecherer, Fiona Grady, Dana
10 Antonucci-Durgan, Susan Lieberthal, Ed
11 Hassildine, and Pete Digregorio.

12 Their work has been extraordinary
13 and much detailed work continues to be
14 done by these folks to open safely for
15 the fall, and as Mr. Morgo stated
16 earlier in the meeting, everything
17 matters, and we think we've looked at
18 just about everything. We all work very
19 diligently to ensure that we serve our
20 constituents responsibly and safely as
21 we support the learning access and
22 flexibility and affordability.

23 In response to the Chancellor's
24 call for a final plan outlining our
25 initiatives for reopening, we focused on

1 Board of Trustees, 08/20/2020
2 restarting campus operations, tracing
3 and monitoring after opening, developing
4 a communications and outreach plan,
5 defining resources required to reopen,
6 and developing a timeline required for
7 restarting on-campus operations.

8 We indeed completed a
9 comprehensive restart plan for the
10 college and it was approved by SUNY in
11 July and is now posted on our website.
12 A very brief outline of our work over
13 the summer highlighting a number of
14 specific initiatives, actions, and
15 procedures we've developed include the
16 following, and most of these items are
17 complete or nearing completion in the
18 next week or so.

19 First and foremost, as Dr.
20 Beaudin described, we determined how
21 fall instruction will be delivered and
22 he defined that for us. Of the 3,400
23 sections the college is offering this
24 fall, as he stated, 10 percent will be
25 offered on campus, and we are ensuring

1 Board of Trustees, 08/20/2020
2 that these 10 percent are offered in
3 spaces that are limited to 1/3 of the
4 classroom space with groups no larger
5 than 13 students.

6 Laboratory sections are scheduled
7 to meet on a rotating basis with
8 approximately 8 students in a lab
9 section every 3rd week over the semester
10 allowing for reduced population density.

11 We measured and reconfigured
12 offices, centers, waiting areas,
13 computer labs, laboratories, and
14 classrooms for physical distancing and
15 marked spaces accordingly. In
16 instructional areas we're using red "Xs"
17 and green dots. We want no ambiguity.

18 Training continues to be provided
19 for both full-time and part-time faculty
20 and online instruction.

21 We are requiring all students
22 coming to campus to wear facial masks at
23 all times. We require all employees and
24 visitors to wear facial masks at all
25 times when social distancing is not

1 Board of Trustees, 08/20/2020

2 possible.

3 We produced a students returning
4 to campus guideline document which will
5 include expectations for social
6 distancing, information on COVID-19
7 testing, proper hygiene, how to wear
8 PPE, and the screening protocols all
9 students will be required to comply
10 with.

11 We've developed a return to work
12 guidelines document this summer for all
13 employees. This included information on
14 campus access and accommodations for
15 immunosuppressed employees.

16 All employees, students, and
17 campus visitors are now required to
18 complete an online or paper format
19 screening survey to ensure they are not
20 symptomatic or have tested positive or
21 have not traveled internationally or to
22 a state on the New York executive order
23 of restrictive states within the last 14
24 days.

25 The screening survey must be

1 Board of Trustees, 08/20/2020
2 completed each day an employee or
3 student or visitor will be on our
4 campuses prior to the individual
5 entering the offices. An access
6 approval will be sent or given to all
7 who clear the screening survey. This
8 access approval and an ID card along
9 with proof of possession of a facial
10 mask must be shown to our Public Safety
11 officers at the entry gate. Students
12 will be given a daily lapel sticker to
13 allow for visual validation of their
14 campus access approval. Also, we now
15 distribute lanyards to all so that
16 displaying college ID cards is
17 convenient.

18 Libraries will be opened by
19 limited appointment only for enrolled
20 students to access computer labs and
21 reference assistance. Library and
22 computer lab spaces will be cleaned and
23 sanitized after each use.

24 Outdoor wireless access has been
25 expanded on parking lots on all campuses

1 Board of Trustees, 08/20/2020
2 with the college offering 100 hotspots
3 for Internet access.

4 The Blackboard mobile app has
5 been implemented. Exam proctoring
6 software has been implemented.

7 Presently, access to all campuses
8 has been limited to one entry point with
9 the potential of more opening in the
10 fall and that is now under
11 consideration.

12 Student Health Services offices
13 will be fully staffed with at least one
14 registered nurse per campus.

15 All plant operation employees on
16 campuses have been issued proper PPE
17 relevant to their trade and task
18 responsibility.

19 Plant operation staff completed
20 quarterly HVAC maintenance in all
21 buildings, air vents. And offices and
22 classrooms have been cleaned to ensure
23 good air quality. Domestic water
24 systems have been flushed and cleaned
25 and bleached. Air handlers are

1 Board of Trustees, 08/20/2020
2 operational for at least the 72 hour
3 period to refresh continuous air flow to
4 each building.

5 We've established a weekly staff
6 schedule college-wide for each
7 department to ensure appropriate
8 reduction of staff are working on campus
9 on any particular day.

10 PPE has been purchased and
11 distributed for employee specific job
12 duties. We established a process for
13 ordering and receiving and distributing
14 PPE that is now done all through
15 centralized purchasing.

16 We've continued suspension of all
17 in-person events and activities for the
18 most part and we've continued suspension
19 of all college-related travel and study
20 abroad programs.

21 Students will be allowed in
22 offices for meetings only if they make
23 an appointment.

24 Use of elevators are limited with
25 signage posting indicating this. Campus

1 Board of Trustees, 08/20/2020
2 buildings and stairways have been
3 evaluated to determine the adoption of
4 one-way traffic.

5 Campus buildings have been
6 evaluated to determine a separate
7 entrance and exit doors are feasible.

8 Standard cleaning and sanitizing
9 of classrooms, labs, computers, et
10 cetera and workstations is now in place.
11 All campuses have hand sanitizer in
12 building's lobbies.

13 We have determined protocol for
14 contactless delivery of mail and
15 packages.

16 The College has strengthened our
17 partnerships through this task force
18 with the Suffolk County Department of
19 Health and has dedicated a communication
20 liaison so that we both stay informed
21 regarding contact tracing and percentage
22 of positive tests at our college if that
23 happens. We hope it doesn't.

24 All faculty and staff will be
25 informed to send students who exhibit

1 Board of Trustees, 08/20/2020
2 symptoms of COVID-19 to the campus
3 Health Services offices for referral to
4 County testing sites or their medical
5 provider.

6 We share COVID-19 testing site
7 information with the college community
8 on our website. Our coronavirus website
9 is updated regularly.

10 Any faculty, staff, or student
11 who tests positive for COVID-19 will be
12 referred to the appropriate
13 administrator for further direction and
14 information.

15 Production of signage regarding
16 social distancing, proper hygiene, and
17 expected behavior was completed and
18 installed in all teaching areas on all
19 campuses.

20 Continuing in the fall we will
21 offer -- we will continue to offer
22 staggered on-campus schedules for
23 administrators so that no more than 50
24 percent of the workforce is on our
25 campuses. We are allowing for continued

1 Board of Trustees, 08/20/2020
2 teleworking to support these staggered
3 schedules.

4 And last but not least, and there
5 is certainly much more than this,
6 plexiglass has been purchased and
7 installed in staff, service, and
8 instructional areas college-wide.

9 These are a few highlights of our
10 work so far. It's also important to
11 know that should new guidelines from the
12 Chancellor, the governor, the health
13 department be released, adjustments to
14 our plan will be made accordingly.

15 If there are local increases or
16 outbreaks, per President Petrizzo,
17 faculty, staff, and students will be
18 prepared for and guided through a rapid
19 transition to distance learning and
20 remote work as we did in March, and
21 these alternative plans are in place as
22 needed.

23 Surely we all believe in the
24 power of science and the delivery of a
25 vaccine or effective treatment very,

1 Board of Trustees, 08/20/2020

2 very soon.

3 We are happy to forward you all a
4 copy of our approved SUNY reopening plan
5 which includes many of the items I've
6 outlined here today along with a more
7 detailed checklist of even more tasks to
8 show our progress.

9 This concludes my report. I
10 tried to be as brief as possible to
11 reflect all of the work that has been
12 done in the last three months. So
13 that's the end for me.

14 Do you have any questions for me?

15 PRESIDENT PETRIZZO: Thank you so
16 much, Irene. Obviously it's been a very
17 busy summer and a great deal of it was
18 taken up with the work of Irene's group,
19 Safe Start, and all the members, and my
20 thanks to each of the members and Irene
21 for all the work they've done here.

22 Mr. Chairman, that concludes my
23 report.

24 CHAIR MURRAY: I would like to
25 express my thank you for the hard work

1 Board of Trustees, 08/20/2020
2 that Irene has done and the work group.
3 It's a lot to handle.

4 At this point we'll do the
5 roundtable. Anybody have anything to
6 say?

7 TRUSTEE GAMBINA: I have
8 something. It's Kaitlyn.

9 CHAIR MURRAY: Go ahead.

10 TRUSTEE GAMBINA: I just want to
11 say thanks to all our members,
12 administration, faculty, and staff for
13 all their hard work during these hard
14 times. I know it hasn't been easy but
15 we do appreciate it.

16 CHAIR MURRAY: Thank you.

17 TRUSTEE CANARY: Mr. Chairman,
18 Gordon Canary with a question.

19 Lou, how has the drive-in movie
20 situation at the Grant campus been
21 working out?

22 PRESIDENT PETRIZZO: I believe
23 they completed last weekend. I'm not
24 sure that they received the attendance
25 that they were hoping for, at least not

1 Board of Trustees, 08/20/2020

2 up through the storm, but it was pretty
3 much uneventful.

4 TRUSTEE CANARY: Okay. So no
5 problems developed with the situation?

6 PRESIDENT PETRIZZO: No, no real
7 problems, and again, the attendance was
8 probably not what was anticipated.

9 TRUSTEE CANARY: Okay. Pretty
10 much a bust. Okay. Good.

11 The other thing is that because
12 of my situation tomorrow, I will have to
13 link up with Alicia today to sign the
14 resolutions.

15 PRESIDENT PETRIZZO: Sure. Sure.
16 We'll get them to you.

17 TRUSTEE CANARY: Okay. Very
18 good. Thank you.

19 PRESIDENT PETRIZZO: Okay.

20 TRUSTEE SANDERS: Mr. Chairman,
21 is this still roundtable?

22 CHAIR MURRAY: Yes, it is.

23 TRUSTEE SANDERS: I just wanted
24 to thank the college and in particular
25 Dr. Adams who has worked once again for

1 Board of Trustees, 08/20/2020
2 the past several years with Urban League
3 and its summer youth employment and
4 training program.

5 We had 25 students. It was an
6 interesting year being virtual and some
7 face-to-face, but the students really
8 enjoyed their placement at Suffolk and
9 enjoyed the mentoring also that the team
10 was able to provide to the students. So
11 I wanted to thank the College again for
12 reaching out into the community. We had
13 kids from the Town of Islip and the Town
14 of Babylon. So thank you again.

15 PRESIDENT PETRIZZO: We're happy
16 to help.

17 VICE CHAIR MORGO: Quick for the
18 roundtable. Number one, I
19 enthusiastically echo Kaitlyn's comments
20 about the college's performance during
21 this crisis as a couple of people said,
22 I felt included, that everything is
23 relevant, but looking at it compared to
24 other schools, we've done an exemplary
25 job.

1 Board of Trustees, 08/20/2020

2 Number two, Trustee Pagdanganan
3 during the Student Success report I
4 think said the name of the GED has
5 changed, and I wasn't aware of that, and
6 when education -- the nomenclature is
7 important and everything changes.

8 What is the name, the new name of
9 GED? Unless I misheard that. Did you
10 say that during your information-packed
11 report?

12 TRUSTEE PAGDANGANAN: I think I
13 said TASC.

14 VICE CHAIR MORGO: Say it one
15 more time.

16 TRUSTEE PAGDANGANAN: T as in Tom
17 A-S-C.

18 VICE CHAIR MORGO: TASC. So it's
19 no longer GED. It's TASC.

20 And finally, good luck, Gordon.

21 CHAIR MURRAY: I would like to
22 echo what was said about the performance
23 of the school during this time period.
24 I think it was shown in this meeting and
25 other meetings, and it's a very complex

1 Board of Trustees, 08/20/2020

2 institution.

3 You have to worry about the
4 finances overall. You worry about
5 enrollment which affects finances. You
6 have to worry about keeping the students
7 safe during the virus. You have to
8 worry about the unions and employment
9 issues, and on top of that you want to
10 provide a quality education to students
11 which is our primary focus, and it's not
12 -- it's a very difficult time.

13 There is lots of hurdles to go
14 through, but we're still planning and
15 moving ahead. We're going to get
16 through this and just think that the
17 administration has done a wonderful job.

18 PRESIDENT PETRIZZO: Thank you,
19 Mr. Chair, and thank God we have the
20 personnel here, the VPs and associate
21 deans and deans to carry on all this
22 work, as you can see, there is a lot.
23 No one person can do this. It does take
24 a team, and we have an extraordinary one
25 at Suffolk.

1 Board of Trustees, 08/20/2020

2 TRUSTEE CANARY: Mr. Chairman,
3 Gordon Canary. Again, I would like to
4 add my comments as well.

5 As someone who is in government
6 and having to deal with COVID-19 issues
7 that are driving me nuts, I can truly
8 appreciate the dedication and the
9 expertise and the amount of time that
10 Dean Rios's team, the reopening team,
11 has put into these efforts. Tremendous
12 accomplishments and again just one more
13 reason why as a member of the Board of
14 Trustees for over six years I'm so proud
15 of this institution and so proud of our
16 dedicated staff.

17 Dean Rios, please bring back the
18 board's appreciation to all the members
19 of your team for what they have done
20 over the summer. Thank you.

21 DEAN RIOS: Thank you, Gordon.
22 I certainly will.

23 CHAIR MURRAY: Anyone else? If
24 not, at this point I do want to have a
25 very, very brief executive session.

1 Board of Trustees, 08/20/2020

2 There is different call-in
3 information that was on the email sent
4 to you by Gayle. If you don't have it,
5 email me, and I can send it to you.

6 Again, this should be extremely
7 short, but at this point I would ask
8 Kevin make a motion that we go into
9 executive session to discuss the
10 medical, financial, credit, and
11 employment history of a potential
12 employee.

13 TRUSTEE O'CONNOR: Kevin
14 O'Connor, I'll make that motion.

15 CHAIR MURRAY: Shirley, do you
16 want to second that motion?

17 VICE CHAIR COVERDALE: I second
18 the motion, Shirley Coverdale.

19 CHAIR MURRAY: All in favor say
20 aye. Any opposed? Any opposed? No.

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

23 CHAIR MURRAY: So you can use the
24 call in. There is a separate number.
25 There won't be any business done after

1 Board of Trustees, 08/20/2020

2 the executive session.

3 So our next meeting is September
4 17, 2020, at 9:00 a.m. Depending on
5 what the governor does, we may be in
6 person, we may do something different.

7 Thank you everybody. I
8 appreciate your attention.

9 [WHEREUPON THE MEETING OF THE
10 BOARD OF TRUSTEES WAS CLOSED AT 10:42
11 A.M. BY THE CHAIRMAN, E. CHRISTOPHER
12 MURRAY.]

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Jacill Carter 

OFFICIAL BOARD OF DIRECTORS MEETING MINUTES
PROCEEDINGS AND VERBATIM DISCUSSIONS OF
THE BOARD OF DIRECTORS OF THE SUFFOLK
COUNTY COMMUNITY COLLEGE ON THE 20TH DAY OF
AUGUST 2020 AT 9:07 A.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

1 Board of Directors, 08/20/2020

2 CHAIR MURRAY: So we're now at
3 the Board of Directors meeting for the
4 Association, and I'm going to ask
5 Shirley to make a motion to approve the
6 minutes of the June 18, 2020, Board of
7 Directors meeting.

8 VICE CHAIR COVERDALE: Shirley
9 Coverdale, I so move.

10 CHAIR MURRAY: Gemma, will you
11 second that motion?

12 MEMBER DELEON-LOPRESTI: This is
13 Gemma. Second that motion.

14 CHAIR MURRAY: All those in
15 favor?

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

18 CHAIR MURRAY: So at this time I
19 would like to introduce Vice President
20 of Student Affairs, Dr. Christopher
21 Adams, to present the Association's
22 financial report.

23 VICE PRESIDENT ADAMS: Thank you,
24 Mr. Chair. Good morning, Chair Murray
25 and members of the Board of Directors.

1 Board of Directors, 08/20/2020

2 The report runs from September 1,
3 2019, to July 31, 2020. Each of you
4 were emailed the report. I know it's
5 all part of your packet. I did present
6 it to the executive committee of the
7 Board of Directors, Board of Trustees on
8 Monday, but I will deliver the same
9 report for the Board of Directors here
10 this morning.

11 So, again, the report goes from
12 September 1, 2019, to July 31, 2020,
13 with one month to go left in the
14 Association's budgeting cycle. We're
15 right in the middle of the August cycle
16 right now. I will deliver the end of
17 the year report at the September
18 meeting.

19 I would like to report that all
20 the cost centers in the Association are
21 running in the positive with the
22 exception of the eastern campus Peconic
23 Cafe.

24 If you recall, to save the
25 college money, we took on the manager of

1 Board of Directors, 08/20/2020
2 the Peconic Cafe last academic year, and
3 since we've been not serving food at the
4 Eastern campus Peconic Cafe, there is
5 \$101,415 loss in addition to the salary
6 that we have for that manager within the
7 Peconic Cafe.

8 However, we will be -- we do have
9 fund balance in the Eastern campus
10 Peconic Cafe that will help subsidize
11 any loss that we do have at the end of
12 the year.

13 As I stated, all the other cost
14 centers are running in a positive
15 fashion. Any money that is left over
16 will be returned to the fund balance
17 within the Association.

18 We are anticipating that we have
19 because of the enrollment decline
20 somewhat there will be less student
21 activity fees coming into the
22 Association and analyzing the actual
23 enrollment report.

24 We're seeing more part-time
25 students, which part-time students pay

1 Board of Directors, 08/20/2020

2 less of an activity fee. So having some
3 of this money to help subsidize the next
4 academic year will be very helpful.

5 So a couple of things that I just
6 want to report out before I take any
7 questions. Athletics for the next
8 academic year for the fall sports, we've
9 decided to cancel all fall sports and
10 instead those fall sports will take
11 place in the spring of 2021. So we will
12 not be running an Athletics program, per
13 se, competing, however, we will have
14 some practices with some sports that
15 will all be outdoors for the fall
16 semester in preparation for the spring
17 semester.

18 I also want to bring to your
19 attention that we didn't have a
20 commencement ceremony, however, we did
21 put together celebration boxes for all
22 the graduating students that were sent
23 to their address we had on file,
24 including we did send out diplomas and
25 diploma covers.

1 Board of Directors, 08/20/2020

2 Our plan all along for
3 commencement is to either have a
4 ceremony in January to celebrate all of
5 those graduates that graduated in May
6 and August, this August graduation. If
7 we can't do it in January, we do intend
8 to invite them back to the May 2021
9 ceremony. So we will continue to
10 celebrate those graduates.

11 Celebration boxes included
12 Suffolk County Committee College shark
13 towel, a letter from the president,
14 alumni paraphernalia information, and of
15 course the diploma and diploma covers
16 that were sent in a separate mailing.
17 So very happy to report all of that that
18 is happening.

19 Right now for the rest of this
20 month we are very involved in running
21 orientations for our students.
22 Obviously the orientation is a lot more
23 complicated this year with going remote.
24 All of our orientations are done in a
25 virtual environment, and this year for

1 Board of Directors, 08/20/2020

2 the first time we're also doing parent
3 orientation.

4 So very happy to report that the
5 orientation over the last week and a
6 half have increased in numbers as
7 students are preparing for the fall 2020
8 semester. So things are going really
9 well in the Association. Very happy to
10 report as we look forward to the next
11 academic year.

12 At this time, are there any
13 questions from the Board of Directors?

14 MEMBER CANARY: Mr. Chairman,
15 Gordon Canary with a question for Chris.

16 Chris, I'm just kind of
17 interested to know, how are we going to
18 handle basketball and volleyball which
19 is normally played indoors?

20 Those sports are probably going
21 to be, if I understood it correctly, are
22 going to be practiced in the spring.

23 VICE PRESIDENT ADAMS: Yes. We
24 are looking to play those games in the
25 spring, and then we will start practices

1 Board of Directors, 08/20/2020
2 sometime in late September early
3 October. And what we are going to do,
4 we will bring those sports inside, but
5 again, it will be in a social distanced
6 manner.

7 We will be able to -- you know,
8 we're not going to be using locker
9 rooms. So that's, you know, a big thing
10 right now with -- outside of teams and
11 sports you probably have heard around
12 the country some of the challenges that
13 sports are having.

14 So we're going to be asking
15 students do bring their stuff with them,
16 changing in the gymnasium. Come
17 prepared to practice, putting your
18 sneakers on, not obviously changing out
19 in public, you know, come prepared to
20 practice.

21 So we will not play those sports
22 until later on in the academic year.

23 MEMBER CANARY: Okay. Thank you.

24 CHAIR MURRAY: Any other
25 questions for Chris?

1 Board of Directors, 08/20/2020

2 MEMBER SANDERS: Yes, Mr.
3 Chairman. This is Theresa.

4 Chris, my question has to do with
5 maybe projecting. Have we started
6 projecting any salary losses in sports?
7 If they are not going to play, what's
8 happening with the staffing?

9 VICE PRESIDENT ADAMS: We're
10 still going to keep our coaches on
11 because they will be running practice.
12 They will be recruiting like they would
13 any other normal year. So even though
14 they won't have competition in the fall,
15 they still will be busy.

16 Again, our coaches are not
17 full-time salaried individuals. They
18 actually get modest stipends and for the
19 amount of hours and work that they end
20 up doing, it's probably a lot more work
21 than what we're paying them, but
22 nevertheless, they do it out of -- you
23 know, many of our coaches have been
24 coaching for 20 plus years, and again,
25 they will still continue interacting.

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2 We think it's more important than
3 ever to continue engaging the students
4 in this virtual environment. So that's
5 one of the reasons why we're going to
6 continue outreach to these student
7 athletes to make sure they are
8 fulfilling their academic requirements
9 and all of the other things they need to
10 do to build teams for the following
11 semester.

12 MEMBER SANDERS: Okay.

13 VICE PRESIDENT ADAMS: Does that
14 answer your question, Theresa?

15 MEMBER SANDERS: Yes, it does.
16 Thank you.

17 VICE PRESIDENT ADAMS: Okay.
18 Thank you.

19 I know there are going to be
20 questions about enrollment that I will
21 most likely answer later on in the
22 meeting, but I just wanted to share with
23 you, again, because of the, you know,
24 looking at the enrollment report we are
25 seeing more part-time students. So

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2 again, that will have an impact on the
3 student activity fee again for the next
4 academic year, but we'll talk more in
5 depth about enrollment when I am called
6 on later on in the meeting to do so.

7 CHAIR MURRAY: Any other
8 questions?

9 Also Chris -- this is Chris
10 Murray -- there is also no resolutions;
11 is that correct?

12 VICE PRESIDENT ADAMS: That is
13 correct. Thank you.

14 CHAIR MURRAY: So at this time I
15 would request that Jim make a motion to
16 adjourn the Board of Directors meeting
17 and call the Board of Trustees meeting
18 to order.

19 VICE CHAIR MORGO: Jim Morgo, so
20 moved.

21 CHAIR MURRAY: And Theresa, will
22 you second that motion?

23 MEMBER SANDERS: Second by
24 Theresa Sanders.

25 CHAIR MURRAY: All in favor say

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aye. Any opposed? Motion carries.
[WHEREUPON THE MEETING OF THE
BOARD OF DIRECTORS WAS CLOSED AT 9:17
A.M. BY THE CHAIRMAN, E. CHRISTOPHER
MURRAY.]

oOo

Jacill Carter 