

SUFFOLK COUNTY COMMUNITY COLLEGE
SUMMARY MINUTES OF THE BOARD OF TRUSTEES MEETING
HELD VIA TELECONFERENCE CALL
DECEMBER 3, 2020

The meeting was held on Thursday, December 3, 2020 at 4:00 p.m. via conference call.

PRESENT:

E. Christopher Murray	Chair
James Morgo	Vice Chair
Shirley Coverdale	2 nd Vice Chair
Gordon Canary	Secretary
Belinda Pagdanganan	Trustee
Kevin O'Connor	Trustee
Gemma deLeon-Lopresti	Trustee
Kaitlyn Gambina	Student Trustee
Louis J. Petrizzo	Interim President
Alicia O'Connor	Deputy General Counsel
Ashley Pope	Deputy General Counsel
Dr. Mark Harris	V.P. for Business and Financial Affairs
Dr. Paul Beaudin	V.P. for Academic Affairs
Mary Lou Araneo	V.P. for Institutional Advancement
Dr. Jeffrey Pedersen	V.P. for Planning & Institutional Effectiveness
Shady Azzam-Gomez	V.P. for Information Technology Services
Angelica Rivera	A.V.P. for Employee Resources

The meeting of the Board of Trustees was convened at 4:00 p.m.

The Pledge of Allegiance was led by Trustee Canary.

Chair Murray called for a motion to adjourn the Board of Trustees meeting and convene the Board of Directors meeting at 4:06 p.m. Trustee Morgo so moved, Trustee Canary seconded and the motion was approved unanimously.

Chair Murray called for a motion to adjourn the Board of Directors meeting and reconvene the Board of Trustees meeting at 4:11 p.m. Trustee Morgo so moved, Trustee Coverdale seconded and the motion was approved unanimously.

Chair Murray requested a motion to approve the minutes of the October 15, 2020 Board of Trustees meeting. Trustee Canary so moved, Trustee deLeon-Lopresti seconded. The motion to approve the minutes was approved unanimously.

Chair Murray introduced Dr. Mark Harris, Vice President for Business and Financial Affairs, to present the College Budget and Financial report. VP Harris reported that the fiscal year end 2020 close process is still under way and he was hoping that he would have had a better estimate for the Board of Trustees. Unfortunately, this year has proven to be unique and they having been working with the auditors in finalizing the numbers.

The cost, based on cost mitigation efforts and operational changes that were made, the College is projecting that it will add approximately \$5 million to the fund balance of \$16.7 million, which means that they have the potential of closing out fiscal year 2020 with about \$21.7 million. The College has still not been paid for the \$2.7 million from Q4 for the State appropriation, which represents about 20% of what they owe the College. No decision has been made by SUNY on when the funds will be provided or if they will be provided. This remains one of the unknowns in closing out the fiscal year. The discussion that the College has been having with the auditors is whether to include Q4 unpaid as revenue with a bad debt reserve component, or just to include as revenue. If included as revenue without a bad debt provision, there is no indication how long the College would need to treat as revenue before ultimately writing off. The treatment of this revenue may impact the estimated ending fund balance for FY'20. Additionally, the College found out during the audit that it may be eligible for 50% cost reimbursement for State unemployment claims. They are waiting to get more guidance from the auditors.

In terms of cash flow, the College continues to maintain enough cash to meet its short-term obligations. Fiscal year 2021 1st quarter cash disbursement from SUNY has been received (\$10.3m), and reflects a 20% cut/deferment. No indication on when the % cut/deferment will be paid. This is something the College is very concerned about and is working with SUNY to determine as quickly as possible what that will look like in order to take the necessary steps, if possible. Based on the cash flow projection the College did for July through December 2020, it now seems that it will end with about \$5m above original projection. They projected only getting 40% from the State for Fiscal year 2021 Q1 payment, but received 80% funding, \$10.3m. The College is currently building the cash flow projection for January through August 2021, as spring through summer will be the most challenging. It will soon provide the Board with the cash flow projections, especially for those months with deeper cash flow troughs.

In terms of the current fiscal year 2021 budget, it is still very early for the College to project an ending financial balance. There are still many unknowns; they have run models mainly from a cash flow and revenue projection, factoring in the 20% cut/deferment. The risk exposure for TAP, Excelsior, etc. is 20%, or approximately \$3m. This will be factored into the cash flow projections for January – August 2021. The College could possibly be looking at a \$16 million impact, but is still hoping that they will get some news from the State on how to treat that so they can plan accordingly. The income and expenditure statements that were presented to the Board represent September-October's transactions and high-level estimates based on some current trends. Similar to fiscal year 2019-2020 cost mitigation strategies, the College is

seeing some cost benefits from retirements and resignations, as well as variable costs to include supplies that will help to cushion part of the 8.5% enrollment decline in fall '20. As the College moves into spring, and based on the enrollment, they will be better able to tell the impact of these cost measures.

Chair Murray thanked VP Harris and the administration, saying it's been a difficult year, and the cash management has been superb, knowing bad debt reserve is going to buckle a little bit. He added that bad debt reserve is for the State of New York, and he is hoping that the situation will improve this coming year with the federal government providing some aid to the State which will hopefully help.

Trustee Morgo said he wanted to echo Chair Murray's sentiments. He added that the Executive Committee took a deep dive into VP Harris' report and VP Harris was very comprehensive in telling the committee how they were able to add \$5 million to the fund balance for fiscal year 2020. One of the things he thought was interesting was that VP Harris talked about the savings that the pandemic caused, and he got into that it's not unlike a lot of household budgets because people did spend less during it. Second, he said VP Harris, President Petrizzo and the whole team did a remarkable job; the report was very interesting and they did a remarkable job and thanked them.

Trustee Coverdale added kudos to VP Harris for a wonderful job.

VP Harris thanked them all and said he would pass the message onto the team and the rest of the administration of the College. VP Harris said there was one resolution with financial impact. It is the monthly service payment for Suffolk County for employee health insurance. There were two payments, one for the month of October in the amount of \$3,054,239.29 and for the month of November in the amount of \$3,125,274.20.

Chair Murray called for a motion for the approval of College Resolutions 2020.52 through 2020.55. Trustee O'Connor so moved, Trustee Pagdanganan seconded, and the motion was approved unanimously.

RESOLUTION NO. 2020.52 - Approving Monthly Sponsor Services for Suffolk County Community College

WHEREAS, the State University of New York Regulation No. 602.7 requires the Suffolk County Community College Board of Trustees to review and approve all Sponsor provided services and their estimated value in advance of the service being rendered, and

WHEREAS, the regulation also requires the approval of the payment of each Sponsor Service satisfactorily performed, and

WHEREAS, health insurance is considered a Sponsor Service, be it therefore

RESOLVED, that the health insurance payment to the County of Suffolk in the amount of \$3,054,239.29 for the month of October 2020 and \$3,125,274.20 for the month of November 2020 (*Attachment I*) is hereby approved by the Board of Trustees.

RESOLUTION NO. 2020.53 - Authorizing the Acceptance of a Gift from the Suffolk Community College Foundation

WHEREAS, the Suffolk Community College Foundation, Inc. is the recipient of a donation of Heating, Ventilation, Air Conditioning and Refrigeration (HVAC/R) equipment from the Rockefeller Foundation, consisting of the following items:

- Trauslen Refrigerator, valued at \$2,000
- Ice Machine, valued at \$2,500
- Small Air Conditioning Unit, Water-Cooled, valued at \$800
- Five-ton Water Source Heat Pump, valued at \$1,500

Total Value of HVAC/R Equipment: \$6,800

and,

WHEREAS, in addition, The TurboChyll Company has offered to donate in-kind labor costs in the amount of \$7,200 to install this HVAC/R equipment in the Advanced Manufacturing Training Center on the Michael J. Grant Campus, and

WHEREAS, the Foundation wishes to further donate this equipment to Suffolk County Community College for use in its HVAC/R Technology - A.A.S. and Certificate programs, and

WHEREAS, the Assistant Academic Chair of the HVAC/R Technology programs has been consulted and has indicated a need for this equipment for instructional purposes for the benefit of its students, be it therefore

RESOLVED, that the Board of Trustees hereby authorizes the College's acceptance of a gift from the Suffolk Community College Foundation, Inc. consisting of the above-specified items of HVAC/R equipment donated by the Rockefeller Foundation, with a total value of \$6,800.00, together with an in-kind donation of labor costs of \$7,200 from The TurboChyll Company.

RESOLUTION NO. 2020.54 - Authorizing an Increase in the Hourly Wage Rate for Part-Time Employees of Suffolk County Community College

WHEREAS, due to the increase in New York State's minimum wage, effective 12/31/2020, the hourly wage rate for part-time employees of Suffolk County Community College should, likewise, be increased, be it therefore

RESOLVED, that the hourly wage rate for part-time employees of the College shall be increased as reflected on *Attachment II*, annexed hereto, effective 12/21/2020.

RESOLUTION NO. 2020.55 - Adopting a Retention and Disposition Schedule for New York Local Government Records (LGS-1)

WHEREAS, pursuant to Article 57-A of the NY Arts and Cultural Affairs Law, The University of the State of New York, State Education Department, has issued a new retention and disposition schedule for records maintained by public entities which prescribes the minimum length of time that officials must retain their records before they may be disposed of legally, and

WHEREAS, the new *Retention and Disposition Schedule for New York Local Government Records (LGS-1)* is a single, comprehensive retention schedule which consolidates and revises certain existing record retention Schedules, including the CO-2 Schedule applicable to community colleges, which will expire on January 1, 2021, and

WHEREAS, the *Retention and Disposition Schedule for New York Local Government Records (LGS-1)* will replace and supersede the College's Records Management Program / Schedule CO-2, adopted by the Board of Trustees on January 20, 2005, be it therefore

RESOLVED, that the *Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, issued pursuant to Article 57-A of the NY Arts and Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all Suffolk County Community College employees in legally disposing of records listed therein (see Attachment III), and be it further

RESOLVED, that in accordance with said Article 57-A, only those records will be disposed of that are described in the *Retention and Disposition Schedule for New York Local Government Records (LGS-1)* after they have met the minimum retention periods described therein; and only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods, and be it further

RESOLVED, the *Retention and Disposition Schedule for New York Local Government Records* (LGS-1) hereby replaces and supersedes the College's Records Management Program / CO-2 Schedule, adopted by the Board of Trustees on January 20, 2005.

Chairman Murray moved to the committee reports and called for the Budget and Finance Committee report. Trustee O'Connor said he didn't have anything more to add to what VP Harris had reported.

Chair Murray called for the Student Success report. Trustee Pagdanganan said the committee met on November 17th, and first discussed how the College manages positive instances of COVID among the students. Ms. Wickliffe-Campbell explained that the College continues to work closely with the Department of Health to manage possible cases, the College uses the DOH's guidelines to make its decisions and speaks with them frequently. The College also uses a case management approach to ensure the well-being of the students who test positive, as well as for the safety of the particular class and the campus community.

There was also a discussion on how the College continues to identify and fulfill the technology requests for the students, and the technology loan program will continue throughout the spring semester. The committee also discussed the Black and African American Student Success Task Force whose purpose is for the recruitment and retention efforts, specifically geared to these students. According to Achieving the Dream data, these students had traditionally struggled more academically compared to other students. The Task Force emailed 2,000 Black and African American students to engage them and alert them that additional support would be available to them via the Rising Black Scholars initiative. Two virtual meetings have been held for students that offer information and support for topics, including financial aid, scholarships, tutoring, and other support services and assistance with priority registration. This model will be expanded to other student cohorts.

During the Thanksgiving holiday, a College Brief was issued seeking support for the campus food pantries. The response from the College community was rapid and generous. Food store gift certificates were also donated to the pantries by United Way. The Foundation's COVID Emergency Relief Fund continues to receive contributions and disburse help for the College's students. The fund recently distributed about \$13,000 in financial assistance to address the needs of student hardship. It was discovered that 17 of the recipients also met the eligibility requirements for the CARES Act support, and they were referred to the Office of Financial Aid.

Priority registration is underway. Student outreach is being done via emails and text and other ways to make sure continuing students complete the steps. The College has 3 high school programs, Beacon, Early College, and Baldwin High School, and they surpassed over 100% enrollment for the fall semester. Summer 2020 enrollment was up

and the late start classes received 236 new registrants. Winter session numbers are also up.

Chair Murray called for the Governance Committee report. Trustee Canary said the committee meeting was held on Monday, November 30th. Those in attendance were, Trustee Canary, Chair Murray, Trustee Morgo, Trustee Coverdale, Neftali Collazo, Rich Alberti, Deputy General Counsel Alicia O'Connor, and Gail Kenehan. They reviewed the letter received from Suffolk County Legislator Bridget Fleming requesting veterans' use of the Eastern Campus pool at no charge. Discussion was had regarding what, if any, discounts veterans receive from the County and the State and the possibility of providing veterans use of the pool once a week during a low-usage time period. Director of Athletics and Special Events Neftali Collazo discussed the necessity of managing and tracking requests as part of the COVID-19 safety protocols. Discussion was also had that it would need to be made clear to all involved that the College's pools are community pools. Swimming is good exercise and good for one's mental health, but the College's pools are not staffed for physical therapy or rehabilitation. Director Collazo explained that currently the College's health clubs and pools are closed due to COVID-19. The College has submitted its reopening plan and is waiting to hear back from the County as to when they will allow the College to reopen them. The committee agrees that a resolution would be passed by the full Board regarding veterans' use of pools when the College's pools are finally able to reopen safely. The committee has asked DGC O'Connor to work with Interim President Petrizzo on sending a response to Legislator Fleming.

DGC O'Connor then asked Assistant Director of Athletics and Special Events Rich Alberti to update the committee about the current applications from the Suffolk County Department of Civil Service for testing. The Police Academy facility is currently being used for all civil service testing, where the Academy and proctors are making sure that safety protocols and social distancing requirements are being followed. There was just a test on November 21st. The next tests are scheduled for December 5th and December 12th for approximately 120 applicants on each of those dates. There is also a request for February 6th for an exam of about 400 applicants. The committee asked what is the maximum capacity that the Police Academy can accommodate. Assistant Director Alberti will find out that information and report back to the committee. There has also been a request from the County for the Van Nostrand Theater for training of about 75 people. Assistant Director Alberti informed the applicant that the theater is currently closed, and he has requested them to complete and submit the County's event request form for further review. The agenda items for the January Governance Committee meeting will include follow-up discussion regarding Legislator Bridget Fleming's request for veterans to use the Eastern Campus pool at no charge and an update on the maximum capacity of the Police Academy. The next governance meeting is scheduled for Tuesday, January 19th at 4:00 p.m.

Chair Murray asked for the Personnel Committee report. Trustee deLeon-Lopresti reported the committee, through Dr. Pedersen, has received preliminary cost estimates from firms related to data collection and a modified presidential evaluation process. The

committee is scheduled to meet on December 9, 2020, to review the proposals received so far, go over trustees' expectations, and to further explore options for external consulting services related to the presidential evaluation and to make appropriate recommendations for the next steps.

Chair Murray called for the Foundation report. Trustee Pagdanganan asked Dr. Sylvia Diaz to report for the Foundation. Dr. Diaz reported that Giving Tuesday refers to the Tuesday after Thanksgiving, which was this week, and it calls for philanthropy during the season of giving. The College has participated in this program since 2013 and the community and alumni support appeal is made each year to them. Last month the Foundation hosted the Fall into Fun Virtual Event at Richters Orchard in East Northport. Guests received preparation baskets that contained all the items necessary to complete the virtual demonstrations led by the staff at the orchard, and proceeds from the virtual event continues to support and be directed to student scholarships. The next virtual Foundation event is on Thursday, December 17th at 7:00 p.m. The Foundation will host Cocktails For A Cause, a virtual tasting event in partnership with Twin Stills Moonshine Distillery in Riverhead. For \$50 per person, the Twin Stills Moonshine master distillers will lead guests on a virtual tour of the distillery and a section of mixing and fun. Registration is on the Foundation's website.

Dr. Diaz said that Ms. Lisa Jusino Calla established a student hardship fund at Suffolk to memorialize Elizabeth Gonzalez. Ms. Gonzalez was a student at Touro Law School in Huntington Station, but was tragically struck and killed by a drunk driver. Ms. Calla, a member of the Foundation Board of Directors and an Assistant Dean at the College, recognized the pressing needs to provide students in Suffolk's pre-college Beacon Program with support along their pathway to success. The Elizabeth Gonzalez Memorial Beacon Student Hardship Fund is able to provide grants to high school students facing financial challenges while enrolling in Suffolk's Beacon Program which allows high school juniors and seniors to take college courses at their high school campuses during their regular school hours. College credits earned through the Beacon Program can be applied to their high school graduation and accepted at the College or transferred to a multitude of other colleges and universities.

Chair Murray called for the Student Trustee report. Student Trustee Gambina reported that Student Government has resumed meetings and they are starting to host club meetings as well. They're seeing different activities on campus, and are finding it harder to get students engaged and involved in the College community. Students are also having a hard time finding resources they need to succeed in their classes. With the end of the semester approaching, they are planning for next semester. They established a tri-campus Student Government Financial Committee which they are going to use to accept budget requests for clubs, and it consists of members from the three student governments on each campus. They are also conducting surveys among the students for mental health and how students are doing in classes. To make it easier to contact the members in student government, they are working on getting student government emails by position. They are also reviewing the tri-campus Student Government Association's constitution and expect to have some updates. They are also

preparing for training for student government mentors and club leaders for next semester.

Chair Murray asked Trustee Gambina if she had any insight on the morale of the students at this point in the semester. Student Trustee Gambina said it's definitely harder for the students given the current situation with the pandemic. They're doing surveys on how the students are handling it and the results haven't been the best so far, but they are trying to have more mental health awareness and letting students know of the resources available to them. Chair Murray thanked her for her efforts and said they were deeply appreciated.

Chair Murray called for the Presidential Search Committee report. In the absence of Trustee Sanders, Trustee Morgo gave the update. Trustee Morgo reported there were two finalists that were going to be interviewed by the Board, as well as meet the campus community virtually. However, it is still possible to apply if someone is interested. He noted it was the general feeling of the search committee that in person would be better, however with the pandemic, that is problematic. President Petrizzo noted that the College has been working all week to work out the logistics of the meetings. They will start on Monday 12/7, continue on Tuesday 12/8 for one candidate, and then Wednesday 12/9 and Thursday 12/10 for candidate two. The College has arranged for moderators to lead the discussions for the various forums with the College community, as well as with the Board, and cabinet. There will also be available an open session for anyone who can't make the meeting tailored to their particular community of interest.

Trustee Morgo noted it had been emphasized onto the Search Committee that there is no closing date. Although they have selected the two finalists, someone can still get in a letter of interest and a resume through the website.

Chair Murray moved onto the Chair's report. Chair Murray reported he had participated in a Zoom conference hosted by the Association of Community College Trustees which focused on government relations and efforts. He said with the budget cycle for the State beginning soon, after the 1st of the year and the elections over, there does seem to be a general sense of some guarded optimism that community colleges may get back to a more normal state of affairs. He said a lot of it still depends on what happens in Washington with the aid package, however there was some level of optimism about how the community colleges will be treated especially if Washington comes through with state and local aid. He thanked President Petrizzo, VP Harris and the administration of the College, for coming through it and surviving through a difficult financial time.

Chair Murray moved to the President's report. President Petrizzo said he was going to first give an update on the presidential forum, however since they had already discussed it he just wanted to express his thanks to VP Araneo, Sandy O'Hara, and Steve Clark, who have been the ones that are in the forefront of coordinating the schedule, moderator and technical needs for the forums. He reported the College has

its final CARES Act approval from SUNY, and will be dispersing the last of our CARES Act funding. In total the College will have dispersed \$6.5 million to its students under the student grant program of the CARES Act funding. The College also has CARES Act money for institutional purposes and is still working its way through that funding, however, all of the student funds will be dispersed by the end of the month.

On December 14th the College will be signing a joint admission agreement with Pace University. This will allow Suffolk students to complete their first two years at the College and then seamlessly transfer into Pace University into any of the five programs that they've identified: arts and science, business, computer science, the health sciences, and education. This is a very exciting opportunity for the College, creating more and more pathways for the College's students to find their way to baccalaureate degrees. He thanked Dr. Beaudin and his team within Academic Affairs for pulling that together.

The College started today negotiations on the Guild collective bargaining agreement. He noted that although it was an odd time to do that, the Guild was of the opinion that they had some issues that they wanted to present to the College. Their contract expired on August 31, 2019, and in fairness to them, despite the pandemic, the College was willing to do so.

An anonymous complaint has been filed against the College with the United States Department of Education over a program that the College was going to run but actually did not run because of the pandemic. The program was entitled Girls in Technology, and the purpose of that program was to inspire women to be interested in some of the technological fields, including auto tech. The program was open to women and men but somebody felt that that program was potentially discriminatory against men and they have filed an anonymous complaint. The Legal Affairs office will, of course, defend the College on that complaint, and they do not believe the College has done anything improper.

The College has begun doing employee testing for COVID in addition to the student testing. This is a requirement from the SUNY Chancellor and is going to require that the College hire part-time staff. The College has been doing pool surveillance testing for its students through the innovative program developed by Dean Cheryl Shaffer from the School of Nursing. The College has been able to utilize nursing students to handle this program for the student testing. However, by now requiring employees to be tested, as well as students, the number of tests has doubled and the student nurses are not going to be able to handle the additional workload. Therefore, the College will have to hire additional people on a part-time basis. The College hopes to have the costs for the additional testing covered by the CARES Act institutional funds. The spring opening plan is going to involve no face-to-face classes before February 1st. The spring semester will start on January 25th. The reason for the week where there will not be any face-to-face classes is in order to allow more time for some extensive testing of all students and employees who are going to be coming back on campus. There will be no spring break in the spring semester of 2021.

All of the COVID programming and protocols are in accordance with the guidelines and directions that are being passed down to the College from the SUNY Chancellor's office. The College is also keeping an eye on the micro-cluster situation in Suffolk County, the yellow, orange, and red zones. Suffolk has been in the red zone for a number of days now. The College is monitoring its testing results, and reporting the testing and number of students and employees who report that they have tested positive. This is reported daily to SUNY and to the New York State Department of Health.

President Petrizzo then asked Dr. Beaudin to give an update on enrollment and registration. Dr. Beaudin said that as Trustee Pagdanganan indicated earlier, the College's summer and late start in the fall and our winter and high school programs are all doing very well for enrollment. Currently, the College's winter enrollment for the winter intercession is at 166% of last year, however the College is really suffering for spring.

At the current time, the re-registrations for the spring semester are down, but under the leadership of Assistant Vice President Patty Munch, Dean Anna Flack, and Dean Deborah Wolfson, they've come up with a plan and they are calling it "In This Together." "In This Together" will commence on Monday and they have at the current time 87 faculty members and administrators who have volunteered to reach out to every single one of the College's students who has not re-registered yet and provide them advisement. Dr. Beaudin noted that none of this could be done without the assistance of VP Azzam-Gomez and Steve Clark in Information Technology for making hardware and software available in order to reach out to these students. He said he was very grateful to them, as well as Institutional Advancement --both VP Araneo and Drew Fawcett -- who have provided an incredible outreach plan, advertising on TV, radio, and in Newsday.

Dr. Beaudin asked AVP Patty Munch to talk about the specifics of what this outreach will entail for the next two weeks, and then likely continue in January if arena registration is not allowed by either the local guidelines.

AVP Munch reported the campaign program is a three-component program. The first component is the outreach campaign. This is a phone call campaign to all currently registered students who have yet to register for spring 2021. The focus on the script that has been provided to all the faculty and staff volunteers is about student wellness and encouragement to help them successfully complete this semester and register for next semester. Connected with that is the second component which is the virtual drop-in advising. Students interested in support for advisement and registration will be able to participate in a virtual drop-in advising program. Students will access a Zoom link, be greeted when they enter the session, and then be directed to individual breakout rooms to meet with a counselor or faculty advisor so that they can discuss their educational goals, develop a core selection plan, and then register for classes. Students will receive an email communication to encourage participation in this program, and as callers are reaching out to students, they are also going to encourage students to participate. The

hope is that they will be able to directly connect students to services at the time the student is seeking them so that the College is able to give students a direct connection instead of asking students to take the next step - the next step is waiting for them by simply clicking a link. The third component, is directed to student stress, and is a wellness component. The College recognizes students are feeling a tremendous amount of stress right now and needs to provide that wraparound support. The wellness program was designed by the College's mental health counselors in collaboration with the Center for Social Justice. During the next three weeks students will be encouraged to participate in various virtual wellness programs, including meditation, yoga, art therapy, and pet therapy. Students are going to be invited on Friday sessions, called In This Together, where it's a sharing session led by the mental health counselors and focused on the reflection of finding strength in our current world. Lastly, the College is going to add some fun and engaging programs using the popular social network Tik Tok, and that will be distributed to students, as well to just give them a stress relief and opportunity to share fun videos that they create.

AVP Munch said that as Dr. Beaudin mentioned, the hope is to make as many of these phone calls as possible before the semester closes, and then, as needed, pick up at the beginning of January to continue to outreach to the students and make that direct connection in hopes that they choose to continue their education with the College.

Chair Murray asked Dr. Beaudin what percentage enrollment was down for the spring semester. Dr. Beaudin replied the College was currently down about 30% year-to-date for the spring semester. However, he noted they have increased by over 12% in the last two weeks.

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Chair Murray moved onto Roundtable. With no comments, he then requested a motion to enter into Executive Session to discuss the medical, financial, credit or employment history of an employee at 5:05 p.m. Trustee Pagdanganan so moved, Student Trustee Gambina seconded, and with all in favor, the motion carried.

With no further business to be conducted at the conclusion of the Executive Session, the Board of Trustees meeting was adjourned at 5:05 p.m. The Board of Trustees next meeting is January 21, 2021.

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Respectfully submitted,
Gordon Canary
Secretary