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BOARD OF TRUSTEES MEETING  
SUFFOLK COUNTY COMMUNITY COLLEGE

Minutes

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Via Zoom Videoconference

April 21, 2022

9:03 a.m.

Stenographically recorded and  
transcribed by Donna C. Gilmore,  
a Notary Public within and for  
the State of New York.

1 April 21, 2022

2 A P P E A R A N C E S:

3 BOARD MEMBERS:

4 E. Christopher Murray, Chair

5 James Morgo, Vice Chair, Trustee (via Zoom)

6 Shirley Coverdale, Vice Chair, Trustee

7 Gordon D. Canary, Secretary (via Zoom)

8 Gemma deLeon-Lopresti, Trustee

9 Kevin O'Connor, Trustee

10 Belinda Pagdanganan, Trustee (via Zoom)

11 Theresa Sanders, Trustee (Not Present)

12 Priscilla Zarate, Trustee (Not Present)

13 Zachary Frost, Student Trustee (Not Present)

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15 A L S O P R E S E N T:

16 Edward T. Bonahue, Ph.D., President

17 Carol Wickliffe-Campbell, Chief of Staff

18 Sandra O'Hara, Assistant to the President

19 Louis J. Petrizzo, General Counsel, Executive VP

20 Patricia Munsch, Interim Assistant Vice President  
for Student Affairs

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Mark Harris, Vice President for Business and  
22 Financial Affairs

23 Tom Lupo, Suffolk County Comptroller's Office

24

25

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2 CHAIR MURRAY: We're going to get  
3 started. Looking around at everybody, I  
4 know we have a couple of trustees that  
5 may have to leave, so hopefully we can  
6 get through the business portion of it  
7 while we still have a quorum, so at this  
8 point I ask Gordon, if you could lead us  
9 in the Pledge.

10 TRUSTEE CANARY: Thank you,  
11 Mr. Chairman.

12 [Following the Pledge of Allegiance,  
13 the meeting of the Board of Trustees of  
14 Suffolk County Community College was  
15 called to order by Chair Murray at  
16 9:04 a.m.]

17 CHAIR MURRAY: Thank you.

18 Carol, are there any --

19 MS. WICKLIFFE-CAMPBELL: Yes. We'd  
20 just like to welcome Mr. Thomas Lupo from  
21 Comptroller Kennedy's office.

22 CHAIR MURRAY: Welcome.

23 MR. LUPO: Thank you.

24 CHAIR MURRAY: At this point I'd  
25 like to request a motion to adjourn the

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2 Board of Trustees' meeting and call the  
3 Board of Directors' meeting to order.

4 Anybody?

5 TRUSTEE O'CONNOR: I'll make a  
6 motion.

7 TRUSTEE COVERDALE: Second.

8 CHAIR MURRAY: Kevin O'Connor and  
9 Shirley Coverdale seconded.

10 All those in favor say aye.

11 ALL MEMBERS: Aye.

12 CHAIR MURRAY: Any opposed?

13 [The motion made and seconded was  
14 voted on and carried. The Board of  
15 Trustees' meeting was recessed at  
16 9:05 a.m. and resumed at 9:09 a.m.]

17 So we're now into the Board of  
18 Directors' meeting, and I'm going to  
19 request a motion for the approval of the  
20 minutes of the March 17, 2022 Board of  
21 Directors' meeting.

22 Someone want to make a motion?

23 TRUSTEE CANARY: Trustee Canary  
24 making the motion.

25 CHAIR MURRAY: And Gemma will

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2 second.

3 All those in favor say aye?

4 ALL MEMBERS: Aye.

5 CHAIR MURRAY: Any opposed?

6 The minutes have been adopted.

7 So I'm going to introduce Interim  
8 Assistant Vice President for Student  
9 Affairs, Dr. Patricia Munsch, to present  
10 the Association financial reports.

11 Go ahead, Patricia.

12 DR. MUNSCH: Good morning, and thank  
13 you.

14 Overall, the student Association  
15 continues to advance the goals of student  
16 engagement. As noted in the financial  
17 statement, the Peconic Cafe continues to  
18 have a deficit. This is an anticipated  
19 deficit, as discussed previously. The  
20 deficit in the budget is currently being  
21 resolved with the use of student  
22 Association reserve funds, and as  
23 indicated in the audit there's a healthy  
24 reserve account that can absorb this  
25 deficit. The leadership in the area is

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2 working to identify cost-saving measures,  
3 and thus far we have identified closing  
4 during spring break to help mitigate cost  
5 loss. There's continued conversations  
6 about mitigating loss by decreasing the  
7 hours of operation, decreasing days of  
8 operation, and decreasing months of  
9 operation, and we anticipate having a  
10 plan in place shortly.

11 As we come to the close of the end  
12 of the semester and the number of events  
13 and activities on campus increase as more  
14 students are interested in coming out for  
15 events and programs, it is important to  
16 note that we anticipate other areas also  
17 moving into a deficit and utilizing fund  
18 balances to close the budget gaps in  
19 other budget lines. The budget was based  
20 on a flat enrollment for 2021-'22, and as  
21 you know, we experienced a decline in  
22 enrollment. Based on the funds in the  
23 reserve account, the decision was made  
24 not to cut current programs, including  
25 all the award ceremonies, recognition

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2 programs, Spring Fest and athletic  
3 schedule, but to instead utilize the  
4 reserve funds. The work of the '22-'23  
5 budget is underway and all areas will be  
6 expected to cut their budgets between 10  
7 and 15 percent to manage the decrease in  
8 enrollment and resulting funding model.

9 Mr. Chair, members of the board,  
10 does anyone have any questions?

11 CHAIR MURRAY: I have a quick  
12 question.

13 At the end of this year, what is the  
14 anticipated fund balance, or percentage  
15 of the fund balance for the Association?

16 DR. MUNSCH: The fund balance for  
17 the Association right now is \$3,621,000  
18 -- I'm sorry \$3,621,263. We are  
19 anticipating using a little under a  
20 million dollars to manage the rest of  
21 this year, so we'll still have a little  
22 over \$2,000,000 moving into next year.

23 CHAIR MURRAY: And that's what  
24 percentage of the budget?

25 DR. MUNSCH: Can't do that math in

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2 my head.

3 CHAIR MURRAY: What's --

4 DR. MUNSCH: I'll have it for you  
5 next month.

6 CHAIR MURRAY: What's -- it's  
7 75 percent?

8 Whispered in my ear that it's about,  
9 overall budget is about 4,000,000?

10 DR. MUNSCH: Correct.

11 CHAIR MURRAY: So we still have a  
12 very healthy fund balance at this time.

13 DR. MUNSCH: Yes, overly healthy  
14 fund balance at this time.

15 CHAIR MURRAY: Okay, thank you.

16 DR. MUNSCH: Thank you.

17 CHAIR MURRAY: Any other questions?

18 Hearing none, there's no motions for  
19 today, so I'll request a motion to  
20 adjourn the Board of Directors' meeting  
21 and call the Board of Trustees' meeting  
22 to order, if someone would like to make  
23 that motion.

24 Jim, you want to make that motion?

25 TRUSTEE MORGO: Yes.



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2 CHAIR MURRAY: Gordon, you'll second  
3 it?

4 TRUSTEE CANARY: Trustee Canary,  
5 seconding the motion.

6 CHAIR MURRAY: All those in favor  
7 say aye.

8 ALL MEMBERS: Aye.

9 CHAIR MURRAY: Any opposed?

10 [The motion made and seconded was  
11 voted on and carried. The Board of  
12 Directors' meeting was adjourned and the  
13 Board of Trustees' meeting resumed at  
14 9:09 p.m.]

15 So at this point I'd like to request  
16 another motion, this time for the  
17 approval of the minutes of the March 17,  
18 2022 Board of Trustees' meeting.

19 Gemma, you want to make that  
20 motion -- oh, okay.

21 TRUSTEE COVERDALE: I'll make it.

22 CHAIR MURRAY: Okay, Shirley --

23 TRUSTEE COVERDALE: Trustee  
24 Coverdale making the motion.

25 TRUSTEE O'CONNOR: Trustee O'Connor

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2 seconding.

3 CHAIR MURRAY: All those in favor  
4 please say aye.

5 ALL MEMBERS: Aye.

6 CHAIR MURRAY: Any opposed?

7 [The motion made and seconded was  
8 voted on and carried.]

9 CHAIR MURRAY: Okay. The main, one  
10 of the main portions of this meeting is  
11 we will need to adopt a budget, proposed  
12 budget, so at this point I'd like to  
13 introduce the Vice President for Business  
14 and Financial Affairs, Dr. Mark Harris,  
15 to present the college budget and college  
16 financial records.

17 VP HARRIS: Thank you, Mr. Chair,  
18 members of the Board of Trustees.

19 Before I get into the budget itself  
20 for Fiscal '23 just want to do a recap on  
21 where we're sitting right now for  
22 Fiscal '22 based on our budget. The only  
23 major change to what we presented last  
24 month was really an improvement in  
25 projected use of fund balance. So when

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2 we discussed last month we were  
3 anticipating about \$5 million, a little  
4 bit less than \$5 million, but because we  
5 were able to successfully utilize  
6 eligible portions of HEERF of about  
7 \$781,000, we're projecting about  
8 \$4.2 million. Keep in mind, though, that  
9 because we had received the one-year  
10 no-cost extension and we have about  
11 \$9.8 million left on the institution  
12 side, there's a strong possibility that  
13 we may be able to identify other areas of  
14 opportunity in Fiscal '22 where we can  
15 draw down additional HEERF funds. But as  
16 I go through the Fiscal '23 budget you  
17 will realize that there's about  
18 \$5 million baked into our revenue  
19 assumptions that we anticipate that we  
20 will be able to get from HEERF, but  
21 regardless, we have to utilize the 9.8 by  
22 May '23 or we lose access to the funds.

23 So first, let me just take a moment  
24 to thank everyone who really got involved  
25 in this budget. I know it wasn't the

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2 easiest of budgets, especially in light  
3 of what we were faced with. So for all  
4 the cabinet officers who presented a  
5 budget, we had a discussion on what to  
6 anticipate, given certain impacts of  
7 enrollment, and also from my office, John  
8 Bullard, who is here, who we really dug  
9 into the numbers ensuring that we were as  
10 conservative as possible, but at the same  
11 time seek those opportunities where we  
12 can provide financial resources to those  
13 areas that need it.

14 Bear with me one second.

15 So let me first recap Fiscal '21,  
16 just to give some high level numbers  
17 based on our closeout with the audit.  
18 When we budgeted Fiscal '21 we had about  
19 \$8 million projected use of fund balance.  
20 What worked in our favor is qualifying,  
21 based on our FTE, for over 19,000,000 of  
22 HEERF funding for Suffolk. So the lost  
23 revenue that we suffered we were able to  
24 backstop the lost revenue and other  
25 miscellaneous revenue, and if you look at

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2 what the actual projected for  
3 miscellaneous, we were about \$26 million  
4 in revenue that we were able to fully  
5 utilize, both from HEERF 1 and HEERF 2.

6 So even though our enrollment really  
7 suffered, from a revenue perspective we  
8 were able to be neutralized based on  
9 that.

10 The other step that we really took,  
11 especially prior to knowing what the  
12 impact was going to be, is really  
13 austerity measures, working with  
14 different stakeholders to ensure that we  
15 managed the cost and only spent what we  
16 needed. So we did see a significant  
17 increase in cost mitigation, from the  
18 cost mitigation efforts, coupled with the  
19 revenue backstop that we were able to do,  
20 or get from HEERF. So even though we  
21 have tuition and fee reduction  
22 significantly higher than what we had  
23 anticipated, and again, we were able to  
24 backfill that, our FTE numbers actually  
25 decreased from 16.6 to about 14.3

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2 thousand, and then also, in terms of cost  
3 reduction on the instructional side we  
4 were able to reduce those costs by about  
5 17.1 percent.

6 At the end of the day, it took  
7 effort from everyone to really come  
8 together and figure out the best  
9 measures, mechanisms that we had to put  
10 in place in order to remain fiscally  
11 viable in light of the pandemic, because  
12 it did take a significant toll on not  
13 just us in terms of enrollment, but also  
14 our sister institutions as well. So  
15 based on the revenue backstop that we  
16 were able to utilize from HEERF and the  
17 cost mitigation effort we saw a  
18 significant swing in the projected use of  
19 fund balance; in fact, we ended adding  
20 about \$20.6 million to our fund balance.

21 Based on the swing, or the change in  
22 fund balance, our fund balance for  
23 Fiscal '20 ended about \$20.8 million, and  
24 with the addition of \$20.6 million, we  
25 ended Fiscal '21 with about \$41.4 million.

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2 At the bottom of this slide, and as I  
3 alluded to earlier, the projected fund  
4 balance use for Fiscal '22, which is the  
5 current fiscal year, is about  
6 \$4.2 million. So we anticipate that we  
7 will end Fiscal 2022 at about  
8 \$37.3 million in fund balance.

9 So as I go through the other slides,  
10 and while the fund balance seems high, I  
11 want us to pay keen attention to the  
12 negative impact that we're suffering and  
13 projected to suffer over the next fiscal  
14 year.

15 So if you look at Fiscal '18 we used  
16 about \$6.4 million, in '17 we had about  
17 22.5. Realizing the impact of using the  
18 fund balance in Fiscal '19 and beyond we  
19 did put measures in place to really  
20 assess the costs and determine what  
21 resources are needed, so we were able to  
22 start adding additional resources to the  
23 fund balance. And again, Fiscal '21 was  
24 really an anomaly because of HEERF  
25 funding.

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2 So let's dig into the enrollment  
3 number. So just dissecting the Suffolk  
4 County over the past ten years, from  
5 Fall 2011 and if we project all the way  
6 to Fall 2022, you can see the significant  
7 decrease in enrollment. From Fall 2011  
8 to Fall 2021, Suffolk County suffered  
9 about a 23 percent reduction in  
10 enrollment. And looking at Fall 2019  
11 projected to Fall 2022 we're talking  
12 about 26.8. What this says is that the  
13 steepest decreases in enrollment for  
14 Suffolk happened between Fall 2019 and  
15 we're projecting Fall 2022. The next  
16 slide I will show a comparison with the  
17 other 30 community colleges to see the  
18 trend of enrollment and how it has  
19 negatively impacted them as well.

20 Just looking at the bottom of this  
21 slide there are a couple of things that  
22 really stood out. So as enrollment  
23 decreased, one of the things that we did  
24 was really assessed our total number of  
25 sections. So if you look at Fall 2018 to



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2 Fall 2021 and you do that consolidated  
3 approach, the number of sections reduced  
4 by about 20 percent, and that was in an  
5 effort to really control the cost,  
6 because we saw where enrollment was  
7 decreasing, so increasing utilization of  
8 space, which helped to reduce the overall  
9 cost, and then the major shift between  
10 online and face-to-face, as you can see,  
11 our online section, specifically in  
12 Fall '21 really jumped, primarily because  
13 we had to adapt to the change in  
14 environment in providing other modalities  
15 for students, while the face-to-face  
16 really decreased significantly as well.  
17 So given the circumstances, recognizing  
18 the cost of the face-to-face, but also  
19 ensuring that we were able to provide  
20 those modalities to students, we made  
21 that shift from face-to-face to online,  
22 and it's something that we're continuing  
23 to assess ensuring that the face-to-face  
24 classes really are fully utilized in  
25 terms of space, so that's something that

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2 we're looking at. And then if we look at  
3 spring over the same period, from 2019  
4 to 2022, it was about a 21.8 percent  
5 reduction in the numbers section, and  
6 that's specifically in order to adapt to  
7 the change in environment in which we're  
8 operating.

9 Let's see. So this table itself  
10 looks at all the 30 community colleges  
11 within the Suffolk -- I'm sorry -- within  
12 SUNY itself, and we are about six from  
13 the bottom in terms of negative impact.  
14 Clinton Community College, for example,  
15 over the same time frame that we're  
16 looking suffered about 60 percent  
17 decrease in enrollment. I highlighted  
18 Nassau County as well, they're about  
19 48.9 percent. And if you go down you can  
20 see the trend in enrollment over that  
21 ten-year period, and this has become a  
22 significant issue for all the community  
23 colleges within the system. The average  
24 decrease for the 30 community college  
25 within that ten-year period is about

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2 34.1 percent. So that's a big number.  
3 And what we have seen is that the cost  
4 structure itself has not followed the  
5 same trend pattern, and that is something  
6 that I think we really need to really  
7 focus on. But again, the only good news  
8 is, if you compare this to, say, a Nassau  
9 or even a Westchester Community College  
10 is that our decrease is not as steep.  
11 However, it means that we have lost  
12 significant amount of revenue, given our  
13 size and our FTE, and especially based on  
14 the past funding model from SUNY.

15 In putting the budget together we  
16 decided to segment it to limited by  
17 campus, just to see what the impact has  
18 been, so we can see whether or not there  
19 are certain trends. Ammerman East and  
20 also the Grant campus we look, say, at  
21 Fall 2019 and compare that to '21 you can  
22 see the variances. On an average we're  
23 talking about 18.53 percent, and one of  
24 the discussions we had was really looking  
25 at the 19.4 for Grant, and we can only

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2 assume that due to the negative impact of  
3 COVID the population within that area  
4 suffered a little bit greater in terms of  
5 negative impact, whether or not it's  
6 financial, whether or not it's  
7 socioeconomic. So it seems to follow the  
8 trend where the Grant campus over in that  
9 area had a steeper decrease in Fall, and  
10 if you look also at the FTE for the same  
11 period it's about 20.34, so head count  
12 FTE Grant has suffered the steepest  
13 decrease.

14 So when we went through the budget  
15 discussion and talking about resource  
16 allocation and what we need to do, we  
17 looked at these campuses, looked at the  
18 resources that they have, so that one, we  
19 can stabilize the slide, but also then  
20 inject resources that will result in an  
21 increase, not only in head count, but  
22 also in FTE, which is really our basis  
23 for funding.

24 Many a times we talk about  
25 enrollment, enrollment, enrollment. So

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2 we wanted to look at enrollment  
3 separately, and then we wanted to look at  
4 retention separately as well. So when we  
5 look at enrollment, we look at just the  
6 capture rate, and the discussion has been  
7 the number of students graduating from  
8 high school has diminished, and that very  
9 well may be the case, as we have  
10 demonstrated here, but our capture rate  
11 in 2017 was about 21.15 percent. In 2022  
12 our capture rate was about 19.32 percent,  
13 which means that we have decreased our  
14 capture rate by about 1.8 percent.  
15 However, when we look at our retention  
16 rate, our retention rate has decreased  
17 significantly between 2017 to 2021, about  
18 25.7 percent. So this is where we have  
19 the greatest risks, and this is where we  
20 need to focus our attention. So even  
21 though we have a 1.8 percent reduction in  
22 our capture rate for the high school  
23 students, it means that we are not doing  
24 an effective job in retaining the  
25 students, and this is of concern to us

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2 and I think this is what has really  
3 contributed to the overall 34 percent  
4 among community colleges within the SUNY  
5 system.

6 So in building the Fiscal '23  
7 budget, there are certain assumptions  
8 that we made, keeping in mind what the  
9 enrollment trends are, not just within  
10 our New York system, it's also just  
11 nationwide, but also some of the other  
12 factors that would negatively impact us,  
13 especially as we think of a post,  
14 post-pandemic semester.

15 So for this fiscal year state aid  
16 we're assuming the same, based on what  
17 the governor has proposed, 100 percent  
18 floor funding. That means \$50.143 million.  
19 So even though the number in terms of  
20 absolute dollars really has not  
21 increased, the way to look at this is if  
22 they had gone and looked at it based on  
23 the FTE funding model, this number would  
24 have been less. So for us, this is good  
25 news for us. Could it have been better?

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2 Absolutely. But we will take this any  
3 time. And in terms of the county  
4 appropriation it's 2 percent. The county  
5 typically proposes about a 1.5. This  
6 year the county, recognizing the  
7 challenges that Suffolk faced by  
8 residents of Suffolk, proposed a  
9 2 percent, so we do want to thank the  
10 county for the continued support of  
11 2 percent.

12 Whether or not it's aggressive,  
13 whether or not we're being conservative  
14 enough, we decided that for tuition we're  
15 going to hold flat to current projection.  
16 So what that really means for us is that  
17 we have to hold the line, and anything  
18 above flat is really good for us, because  
19 it will translate into dollars for us.  
20 And then we're proposing a 2.1 percent  
21 increase in fees, and let me just clarify  
22 the fees. This represents non-tuition  
23 fees, so we're talking about health and  
24 wellness and we're talking about  
25 facilities use, et cetera, so that's what

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2 that fee is, primarily because they did  
3 suffer significantly when it -- I'm sorry  
4 -- during COVID, so that revenues that we  
5 typically anticipate we did not get. So  
6 we anticipate that the revenue for  
7 Fiscal '23 will be about 2 percent higher  
8 than previously. And then for HEERF  
9 we're projecting \$5.1 million, and this  
10 is almost 100 percent less than what we  
11 budgeted last year. We budgeted almost  
12 \$10 million of HEERF, this year we're  
13 budgeting \$5.1 million. And then in  
14 terms of salaries, a 1.4 reduction,  
15 benefits about six-tenths of one percent,  
16 so we could really say the benefits cost  
17 would remain flat. And then, as I  
18 indicated before, one of the things that  
19 we did look at was really look at our  
20 operations in general. So for many years  
21 we have not spent significant amount of  
22 funds to improve on tools and equipment  
23 and also instructional equipment. So  
24 what we have decided to do is really  
25 focus on those one-time costs, so that



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2 especially the campus operations would  
3 spend less time and less money in terms  
4 of repairs and just manpower repairing  
5 some of these older equipment, so we did  
6 commit some resources for that.

7 Based on the assumptions in revenue  
8 and cost, what we're proposing is  
9 \$13.6 million use of fund balance. We  
10 are holding our budget relatively flat to  
11 last year, so our operating budget is  
12 \$208,287,187, and if you notice, it's  
13 just about \$9000 less than the prior,  
14 with the hopes that we're able to  
15 increase some spending on the other costs  
16 to really get the campuses to a level  
17 where they can function. This is a huge  
18 amount of money to be used. It's  
19 significant in terms of fund balance  
20 used. And again, as I indicated before,  
21 when we see a fund balance, or a  
22 projected fund balance of \$37.3 million,  
23 while it's good news because it's able to  
24 help us to absorb some of negative impact  
25 of Fiscal '23, this is something that is

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2 unsustainable. So if we trend that out  
3 to, say, Fiscal '24 and we're anywhere  
4 close to using \$13 million you can  
5 anticipate where our ending fund balance  
6 is, and if there are any emergencies that  
7 we did not anticipate, then that directly  
8 comes out from the balance sheet itself.

9 So I say this to say Fiscal '23, and  
10 as we indicated both through the budget  
11 and finance subcommittee and the board,  
12 that Fiscal '23 is a reset year for us.  
13 This is the year we have to put a stake  
14 in the ground and we really have to stem  
15 the bleed-off of our retention numbers  
16 while increasing enrollment as well and  
17 then finding innovative revenue sources  
18 as well.

19 We typically include a slide that  
20 really talks about the revenue mix, and  
21 for us there are typically three main  
22 sources of revenue. Over the past two or  
23 three years we have added another  
24 component, and it's really with HEERF, a  
25 miscellaneous. In 2020 we had about

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2 one percent. In 2021 our revenue source  
3 was about 12 percent of HEERF funding,  
4 and then for 2022, again, it was about  
5 \$10 million, that represents about  
6 5 percent, and then as you can see, it's  
7 about 3 percent in Fiscal '23. So we  
8 lose that insulation from 2022 in 2023.  
9 So if we don't have a significant  
10 increase in retention and enrollment  
11 there's no revenue to draw from. The  
12 students have been paying in 2020 about  
13 51 percent of our total operations, in  
14 2021 that number decreased, again because  
15 of HEERF support, in 2022 it's about  
16 44 percent, again 5 percent through  
17 HEERF, and then in 2023 we're projecting  
18 about 45 percent, primarily because HEERF  
19 support has fallen. So while we're not  
20 crying doom and gloom, we are saying that  
21 we are on the brink if we don't stem  
22 enrollment and retention, especially our  
23 retention.

24 That said, when we developed the  
25 budget we wanted to include certain

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2 strategies that we were going to employ,  
3 especially from a marketing initiative.  
4 So we worked with Mary Lou Araneo's team  
5 and other members of cabinet to really  
6 identify some areas where we can have an  
7 immediate impact, focus on certain  
8 critical areas, specific to stop-out ads  
9 that we need to do, audience-targeted  
10 e-blasts to see whether or not we can  
11 attract some students who have not been  
12 here right at the start of COVID and even  
13 those students who had left a little bit  
14 longer than that. And with those  
15 marketing efforts, really and truly that  
16 would help to drive our retention and  
17 enrollment initiative, really looking at  
18 the student onboarding process and really  
19 expanding utilization of academic alerts,  
20 and the last bullet, really looking at  
21 student engagement applications with  
22 technology so that we can really get our  
23 students engaged with the community of  
24 Suffolk.

25 So again, this is a budget that we

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2 are presenting to the Board of Trustees,  
3 and by no means are we taking this  
4 lightly. We do recognize that this, the  
5 use of fund balance of \$13.6 million is  
6 significant. It is significant. And if  
7 we really don't kick into high gear, next  
8 year at this time we'll be having a  
9 different discussion.

10 So again, thank you, Mr. Chair,  
11 members of the board, and I wanted to see  
12 whether or not there were any questions  
13 pertaining to the budget submission.

14 CHAIR MURRAY: Thanks, Mark.  
15 Appreciate all the hard work you and all  
16 the other people in the administration  
17 have put into the budget.

18 I'm going to take some liberty and  
19 give a little bit of my Chair's report  
20 now because it deals with the budget, and  
21 to try to give somewhat of a perspective  
22 or overview of where we've been and where  
23 we've come and what we have to deal with  
24 going forward.

25 It wasn't only a few years ago that

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2 we were in a situation where we were  
3 consistently raising tuition, we had a  
4 fund balance in the seven figure amounts,  
5 and we were looking at a situation where  
6 something had to give. It was, I think  
7 we were increasing tuitions at some point  
8 2 percent, maybe 5 percent, at a pretty  
9 steady pace. The fund balance was always  
10 something that, people joked, but I was  
11 always concerned about.

12 When COVID hit, the school,  
13 obviously as well as everybody, every  
14 other governmental institution and  
15 everybody else in the world, became very  
16 concerned. We didn't know where it was  
17 going to lead, we didn't know what the  
18 impact on the economy at that point would  
19 be, and to the credit of the administration  
20 with Lou when he was interim president  
21 and the remainder of the administration,  
22 there was a strenuous effort to cut costs  
23 and it would just, it did just a  
24 wonderful job. The fund balance began to  
25 recover during this period of time. And

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2 then what happened was the federal  
3 government kind of opened up the flood  
4 gates a little bit and gave a lot of  
5 money to the state, gave a lot of money  
6 to the county, and gave also direct  
7 assistance to the college, and when you  
8 combined that money that was coming in  
9 with the cost-cutting measures, the fund  
10 balance began to increase substantially.  
11 And today, we've gone from a fund balance  
12 in its low point was about 7 million, to  
13 a fund balance in excess of 35 million,  
14 and I think at one point about 40 million,  
15 which is, in and of itself is, I guess, a  
16 good problem, but it's a problem. You  
17 cannot have a fund balance that should  
18 exceed 10 to 15 percent of your budget,  
19 so there was a conscious decision upon  
20 the board and the administration to use  
21 that fund balance, the excess fund  
22 balance that we should not have to hold  
23 the line on tuition and to cover the  
24 expenses.

25 So I'm very happy and very proud to

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2 say that we are freezing tuition this  
3 year for the third straight year. And  
4 that has, you showed, one of the screens  
5 you showed was the percentage of the  
6 student burden of paying for the college  
7 as opposed to the county and the state.  
8 There is, and I'm not sure if it's in the  
9 statute or somewhere along the line I  
10 have been told that it should be a third  
11 of the county, a third of the state, and  
12 a third of the students. And as you  
13 mentioned, in the, over time it has  
14 become to over 50 percent of the students  
15 having the burden of paying for our  
16 operations. There has been a slight  
17 decrease in that burden on the students  
18 that has been caused by the freezing  
19 tuition, also been caused by the  
20 generosity of the state and the county  
21 and their aid given to the school, but  
22 again, I'm happy to say that I believe  
23 you said it was going to be about  
24 45 percent this year as opposed to  
25 51 percent. It's still not a third, a



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2 third, a third, but at least it's going  
3 in the right direction. And I know, I  
4 think I speak for everybody on the board,  
5 that there was a priority not to balance  
6 the burden of the school on the students,  
7 and that there was a concern about the  
8 impact on their ability and on the  
9 tuition. So I think we made some serious  
10 progress in holding the line on tuition  
11 and decreasing the students' burden in  
12 paying for the school. We haven't done  
13 -- the school has done a great job in  
14 holding costs and amazingly so, and we've  
15 also received some more generous  
16 contributions from the state and the  
17 county, and we'd like to see that  
18 continue, if possible.

19 Now, this all kind of ties into the  
20 discussion of enrollment, and as you had  
21 indicated, our enrollment decrease has  
22 been substantially less than a lot of the  
23 schools, and as I think six was what you  
24 said from the bottom.

25 VP HARRIS: Yes.

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2 CHAIR MURRAY: So we have had  
3 problems, all community colleges have had  
4 problems in the state and in the nation.  
5 And we have been discussing with  
6 President Bonahue and others some  
7 creative ways to try to deal with the  
8 decline in enrollment, and whether that's  
9 changing the semester setup or  
10 reemphasizing or emphasizing some of the  
11 training opportunities with the schools,  
12 partnering with local governments to  
13 provide the continuing educations,  
14 there's a number of things that we've  
15 discussed and are going to pursue, and  
16 obviously that's the number one priority.  
17 The number one priority for the school is  
18 its enrollment. I do think the fact that  
19 we froze tuition this year is also  
20 beneficial to enrollment. We continue to  
21 offer a very cost effective or  
22 inexpensive -- not inexpensive, but  
23 cost-effective educational opportunity to  
24 the students in this county, and I think  
25 that's a good thing.

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2 So I appreciate all the efforts that  
3 the administration has done. I think the  
4 board recognizes that the days of wine  
5 and roses is kind of over at this point  
6 because of the substantial financial  
7 assistance that we received from the  
8 federal government and the generosity of  
9 the state and the county. We can't count  
10 on that continuing. It's going to change  
11 the fiscal landscape going forward. I  
12 think I mentioned at the committee  
13 meeting that it's like this was the last  
14 easy year, if you want to use that  
15 phrase, but -- and we do have challenges  
16 ahead -- but to the credit of the  
17 administration and I think the credit to  
18 this board we're in a good position to  
19 deal with whatever difficulties come  
20 forward. And again, I take personal  
21 pride, and I'm sure the board does, in  
22 being able to freeze tuition this year  
23 and for the third time in a row and  
24 shifting the burden away from the  
25 students in maintaining this college.

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2 So I just wanted to make those  
3 points. I don't know if anybody else has  
4 any questions.

5 Gemma?

6 Jim, you're next.

7 TRUSTEE MORGO: Okay.

8 CHAIR MURRAY: No, go ahead, Gemma.

9 TRUSTEE MORGO: Oh, I'm sorry, I  
10 thought it was Gemma.

11 If you think of time, Chris, just  
12 very comprehensive, you're exactly right,  
13 very well said. Just when you talk about  
14 the emphasis on enrollment, as Mark  
15 indicated, let's not forget retention,  
16 because we lose so many kids. So  
17 emphasis on enrollment and retention.

18 CHAIR MURRAY: Yes.

19 MS. deLEON-LOPRESTI: That was  
20 actually my comment as well. I wanted to  
21 learn more about how we're analyzing the  
22 retention numbers, were they mostly due  
23 to COVID, you know, what areas are we  
24 having better retention versus less  
25 retention. I would love to be able to

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2 learn more about why it's happening and  
3 how we're analyzing those numbers.

4 PRESIDENT BONAHOUE: Mark, do you  
5 want to respond to that, do you want to  
6 share the source of those retention  
7 numbers that you presented?

8 VP HARRIS: Yes. So putting the  
9 numbers together, typically we draw from  
10 our institutional research department,  
11 who either looks at those numbers over a  
12 period of time and also at a granular  
13 level to what population are  
14 significantly impacted, and then work  
15 with student affairs to really ensure  
16 that whatever initiatives that are in  
17 place are targeted to those groups that  
18 are more at risk.

19 PRESIDENT BONAHOUE: And through the  
20 strategic planning process this year,  
21 Trustees, we continue to come to the  
22 realization that retention is everyone's  
23 job. There are roles to play in  
24 retention for faculty and in instruction,  
25 there are roles to play in student

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2 affairs in terms of the way that we  
3 engage students and the way that we  
4 design the student's experience of the  
5 college in ways that create the  
6 connections that students need to persist  
7 in their studies, whether it's in the  
8 same semester, whether it's from fall to  
9 spring, whether it's from fall to fall.  
10 There are so many elements to it and it  
11 spans instruction, support services,  
12 academic supports, branding, all of our  
13 IT systems. So we continue to, it  
14 continues to be a major theme in all of  
15 our strategic planning conversations, and  
16 we know that in order to serve students  
17 well we have to keep the students that we  
18 have, it's just a reality of our business  
19 model, but it's also the way that we  
20 fulfill our mission.

21 TRUSTEE COVERDALE: Can I also ask,  
22 that, your responses go to my questions  
23 as well.

24 So do we have, have we factored into  
25 that retention number the number of

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2 students that are going on to other  
3 institutions and that's the reason for  
4 them not completing? Do we have a  
5 breakdown, not only by disaggregating the  
6 data by the demographics racially,  
7 ethnically, et cetera, socioeconomically,  
8 but also, you know, what's the reason why  
9 people are not staying.

10 PRESIDENT BONAHOUE: I think we have  
11 two working hypotheses for why the  
12 enrollment drop-off has been so  
13 precipitous in the past two years. The  
14 first is mostly related to COVID, and as  
15 you saw, the impact at the Grant Campus  
16 has been larger, and we know that many of  
17 the families that Suffolk serves, those  
18 families are more likely to have been  
19 impacted by the pandemic in the past two  
20 years. But you're right that it's not  
21 solely limited to those kinds of factors.  
22 We now increasingly, through the  
23 leadership of Kaliah Greene and OPIE have  
24 the tools to do this kind of segmented  
25 analysis that you're looking at in terms

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2 of studying, for instance, how much of  
3 our, how much of the attrition that we  
4 may be experiencing is because students  
5 are going to work early or because  
6 students are transferring before they  
7 graduate. We continue to ask those  
8 questions, and you're also right, Trustee  
9 Coverdale, we need to disaggregate that  
10 data by campus, by health status and SES,  
11 by race, gender, and ethnicity, because  
12 that tells us the totality of all of our  
13 students' experience.

14 TRUSTEE COVERDALE: Thank you.

15 CHAIR MURRAY: Does anyone else have  
16 any questions?

17 Thank you, Mark, I appreciate it.

18 VP HARRIS: If no other questions  
19 relating to the budget, I do have some  
20 resolutions that I'd like to present for  
21 review and approval.

22 Just a quick note, normally we have  
23 a resolution for the monthly health  
24 insurance from the county. For the past  
25 few months we have not had those,



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2 primarily because we're working with the  
3 county to reconcile those files. The  
4 county switched to a new platform and the  
5 data that we require we were not able to  
6 get timely, but we're working with the  
7 EMHB office to really reconcile and then  
8 to make payments. So we would have had a  
9 total of four at this point, since  
10 January, but we have not had any, and the  
11 average cost is about \$3 million, so that  
12 would be about \$12 million. But we have  
13 recorded that impact on the financial,  
14 we're aware of what that is. So at some  
15 point we will present those resolutions  
16 once we have reconciled the accounts.

17 So the first resolution, Item No. 1,  
18 is a \$52,000 transfer to replace  
19 equipment at the Grant Campus, and  
20 speaking with the executive dean, the  
21 equipment that needs to be replaced is  
22 primarily of safety concern. So we are  
23 submitting the resolution for a budget  
24 transfer for \$52,000.

25 As Chair Murray indicated, Item

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2 No. 3, Resolution 2022.16 and also  
3 2022.17 are resolutions holding the  
4 tuition for Beacon students and also for  
5 the early college students. So currently  
6 the tuition per credit for that group is  
7 \$57 and we're submitting the resolution  
8 for consideration to hold the increase  
9 for another year so we will hold flat.

10 Then Item No. 5, Resolution 2022.18  
11 amending the policy for credit card use,  
12 and the major change in the policy is  
13 where we added verbiage about the store  
14 cards. We have two store cards, Lowe's  
15 and Home Depot, that are primarily used  
16 by the campus main operations director,  
17 so we wanted to add language to provide  
18 guidelines on how those cards can be  
19 used. The maximum purchase per card is  
20 about \$200 and prior authorization has to  
21 be received from Business and Finance  
22 before any purchase can take place. So  
23 the major changes to that policy surround  
24 the store cards.

25 Item Number 8, 2022.21, is approving

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2 the budget for the Fiscal '22-'23 we just  
3 reviewed that, \$208 million. Again, the  
4 only change with that dollar value  
5 relative to last year was about \$9,000.

6 And then Item No. 9, it's really the  
7 tuition and fees and we're holding both  
8 tuition and fee flat for last year.

9 And then the final resolution that  
10 I'm presenting, it's Resolution 2022.24,  
11 delegating authority to the college  
12 president to approve other transfer of  
13 funds in the amount of 250 per month. We  
14 are submitting this resolution, currently  
15 the transfer amount is about \$10,000 and  
16 it has been a holdover since the county  
17 was the parent entity, and what we have  
18 realized over the past years, it's  
19 sometimes because of transactions that we  
20 have to get approved within the month, if  
21 it comes right after the board meeting  
22 then we're either limited to proceeding  
23 or we have to get together the executive  
24 committee of the board to do that. So  
25 when we proposed this, one of the things

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2 that we want to make clear is that the  
3 final approval in terms of transfer comes  
4 through the Budget and Finance, and this  
5 will be in discussion with the president  
6 of the college. The limits to transfer  
7 still remain the same at the budget  
8 managers' level, and in order to ensure  
9 that there are guidelines in compliance  
10 we do get a daily report of any transfers  
11 that are done within a certain limit. So  
12 we can identify whether or not there are  
13 any serial transfers. And again, any  
14 transfers up to a certain amount Budget  
15 and Finance office has to approve those.  
16 So we wanted to put this forth so in the  
17 event that there is an extenuating  
18 circumstance, and again, the  
19 conversations would take place with  
20 Dr. Bonahue before anything is presented,  
21 and similar to what we do with the HEERF  
22 funding we present a reconciliation to  
23 the board each month of the transactions  
24 as well as a justification as to why the  
25 transfer was done.

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2 CHAIR MURRAY: Just with regard to  
3 that, I just wanted to emphasize, this is  
4 not new expenditures or new  
5 appropriations --

6 VP HARRIS: Correct.

7 CHAIR MURRAY: -- just transferring  
8 from one line to another --

9 VP HARRIS: Correct.

10 CHAIR MURRAY: -- and reconciling it  
11 at end of the month.

12 VP HARRIS: Correct. So it's  
13 dollars that have been adopted and  
14 approved both by the Board of Trustees  
15 and also the county. What we're doing  
16 identifying areas within the college  
17 where we may need to shift funds, and  
18 again, for the sole purpose of ensuring  
19 that the operations continue. There are  
20 no new dollars added, doesn't change the  
21 total of the budget itself.

22 CHAIR MURRAY: Any questions on the  
23 resolutions?

24 If not, thank you, Mark.

25 I request a motion for the approval

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2 of college resolutions Nos. 2022.14  
3 through 2022.25.

4 Someone like to make --

5 TRUSTEE MORGO: So moved.

6 TRUSTEE CANARY: Mr. Chairman, if I  
7 could, we have a new item here that was  
8 presented, I think yesterday, about the  
9 well drilling?

10 CHAIR MURRAY: Yeah.

11 TRUSTEE MORGO: Yeah, the pink  
12 sheet.

13 TRUSTEE CANARY: Yeah, on the pink  
14 sheet.

15 I just wanted to chime in on the  
16 fact that I represent Senator Boyle, I  
17 attend the Long Island Water Resources  
18 Council meetings, I'm aware of USGS's  
19 attempts here to drill these new  
20 monitoring wells, critically important.  
21 I fully and strongly support us approving  
22 that. That is something that is  
23 desperately needed in order to monitor  
24 our critical groundwater aquifer levels  
25 and discharges that are occurring, so I

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2 just wanted to chime in that I think this  
3 is a very important resolution and I  
4 fully support it.

5 CHAIR MURRAY: Thank you. Does that  
6 mean you'll second the motion to --

7 TRUSTEE CANARY: Trustee Canary,  
8 seconding the motion.

9 CHAIR MURRAY: All those in favor  
10 say aye.

11 ALL MEMBERS: Aye.

12 CHAIR MURRAY: Any opposed?

13 [The motion made and seconded was  
14 voted on and carried.]

15 CHAIR MURRAY: The resolutions have  
16 been adopted.

17 At this point we're going to the  
18 committee reports. I know we've been  
19 talking about the budget all morning, but  
20 do you have anything to add, Kevin?

21 TRUSTEE O'CONNOR: Well, I guess I  
22 just, because I had this moment I figured  
23 I'd leave my comments there for that, but  
24 Dr. Harris, the way you analyze, explain  
25 and have communicated that message is

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2 incredible. I think that you've  
3 delivered what we really need to  
4 consider, because one of the things we  
5 have to be careful about, the HEERF funds  
6 and the federal funds are actually mixed  
7 in with the largess of the state and the  
8 county --

9 VP HARRIS: Yes.

10 TRUSTEE O'CONNOR: -- so they're all  
11 going to go away in different degrees  
12 over the next couple of years. So I  
13 think the idea that this money is meant  
14 as an investment to us to figure out how  
15 we're supposed to better the communities  
16 we serve, so we should be looking at this  
17 money that we've got. I think we've used  
18 it appropriately, but continue to look at  
19 that to figure out the ways, how we can  
20 improve that in the retention. We can't  
21 cut our way out of success from the  
22 standpoint of cost cuts. We have to  
23 raise the revenue up. So I think you've  
24 done a great job. Hopefully, everybody  
25 here gets the message, or your



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2 colleagues, but I think I speak for the  
3 board, the goal of this board is to  
4 continue the mission of this college to  
5 grow, and grow our students and provide  
6 the service we should do, so I applaud  
7 your work.

8 CHAIR MURRAY: Thank you.

9 Go to Student Success.

10 TRUSTEE PAGDANGANAN: Mr. Chair, I'm  
11 not sure if you can hear me.

12 CHAIR MURRAY: We, we can.

13 TRUSTEE PAGDANGANAN: Oh, good.

14 Dr. Patti Munsch will be providing  
15 the report for Student Success.

16 DR. MUNSCH: Thank you, Trustee.

17 The Student Success Committee met to  
18 discuss the progress with the college  
19 Hope Center. The college is working  
20 collaboratively with the department of  
21 social services to provide students  
22 access to a member of the Commissioner's  
23 Response Unit. The DSS representative is  
24 onsite on the Grant Campus on Thursdays  
25 for appointments and walk-in questions

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2 from 9:00 a.m. to 4:30 p.m. They also  
3 offer Zoom appointments for students who  
4 prefer to meet virtually. The program  
5 began on March 3rd, and thus far we have  
6 had 42 student appointments -- or 42  
7 appointments, I apologize -- scheduled.  
8 Of those, 23 were in person and 19 were  
9 on Zoom. The top three requested areas  
10 of support is financial assistance, food  
11 assistance, and Medicaid support. There  
12 has been cross training with the onsite  
13 representative and on-campus staff  
14 identified to provide support so that  
15 students can also connect with our  
16 campus-based services, including  
17 financial aid, the Foundation, and our  
18 food pantries. We are doing our best to  
19 provide a full wraparound support in this  
20 model.

21 The committee discussed ways to  
22 promote and expand the program moving  
23 forward. Currently, the program  
24 information and ability to make  
25 appointments is located in our My SCCC

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2 portal. Students who have utilized the  
3 food pantries receive phone calls  
4 offering them appointment opportunities,  
5 faculty were advised of the services via  
6 college brief, and students have received  
7 e-mail correspondences about these  
8 opportunities.

9 In the coming weeks the offices on  
10 campus will receive fliers with a QR code  
11 that links directly to the appointment  
12 request, so as staff at the institution  
13 meet with students who indicate they have  
14 a need, they can make an appointment  
15 right while they're with that staff  
16 member. The next steps is to review the  
17 status of the students who would utilize  
18 the services and provide additional  
19 outreach and determine if they have  
20 utilized other campus supports as well to  
21 build that wraparound support. We will  
22 also share this information again with  
23 faculty and staff to direct students who  
24 want to develop a syllabus statement with  
25 a QR code for faculty to consider in

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2 their course syllabi, and we will be  
3 meeting with the department of social  
4 services to assess the work from their  
5 perspective and to consider expanding  
6 appointment opportunities.

7 Thank you.

8 CHAIR MURRAY: Thank you.

9 Any questions?

10 Okay, thank you, very much.

11 Board of Governors, I know we did  
12 meet.

13 TRUSTEE CANARY: Thank you,  
14 Mr. Chairman. Trustee Canary reporting  
15 on the Governance Committee.

16 The meeting was called to order, we  
17 met on Monday. We started with Deputy  
18 General Counsel O'Connor reviewing  
19 documents that were sent to committee on  
20 Friday, April 14th, as part of the  
21 agenda. The documents included a Board  
22 of Trustees' expenditure summary chart,  
23 the Board of Trustees' travel policy, the  
24 policy on Board of Trustees'  
25 self-assessment, and the most recent

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2 version of the board self-evaluation form  
3 that had been utilized.

4 The committee reviewed the Board of  
5 Trustees' expenditure summary chart,  
6 which included costs for food at board  
7 meetings, mileage reimbursement, and  
8 college business travel for conferences  
9 covering the time frame of 2017 through  
10 2021. Discussion was had about resuming  
11 mileage reimbursement for the trustees  
12 since the price of gas is currently so  
13 high, as well as providing food at board  
14 meetings. The committee agreed that this  
15 was something they would like to do again  
16 and indicated that they would seek input  
17 from the rest of the board at this week's  
18 meeting. If the board agrees to resume  
19 these expenditures, the changes could go  
20 into effect for the June 2022 meeting,  
21 which will be an in-person meeting.

22 The committee then discussed whether  
23 monies should be spent on trustees going  
24 to conferences. This is already  
25 authorized by the Board of Trustees'

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2 travel policy. It was agreed that there  
3 is a benefit to attending these  
4 conferences, but to be mindful of the  
5 budget, only local conferences in  
6 New York and Washington DC areas should  
7 be considered at this time. In an effort  
8 to show full transparency, Chair Murray  
9 will discuss these issues and seek input  
10 from the rest of the board during his  
11 Chair's report at today's meeting.

12 The committee then continued on to  
13 discussions about the policy on the Board  
14 of Trustees' self-assessment. Each  
15 January the trustees are required to  
16 complete a self-assessment. The  
17 assessments were last completed in 2018  
18 and the committee agreed to review the  
19 assessment as soon as possible. Deputy  
20 General Counsel O'Connor will work with  
21 the department to secure a quote from a  
22 vendor to provide a secure website to  
23 facilitate distribution of an electronic  
24 survey to the trustees. In an effort to  
25 have the survey completed in a timely

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2 fashion, the committee agreed that using  
3 the current board self-evaluation form  
4 would probably be best. Once the 2022  
5 survey is complete, a review and update  
6 to the existing board's self-evaluation  
7 form can be completed in time for the  
8 January 2023 evaluation. Two areas  
9 already identified to be included in the  
10 updated assessment form are the college's  
11 commitment to diversity and student  
12 success.

13 During open discussion the committee  
14 was advised that the Giuseppe Nigro Lodge  
15 had filed an application to utilize the  
16 undeveloped land at the Grant campus for  
17 the Mother Cabrini Festival in the summer  
18 of 2022 and that the county is  
19 co-sponsoring the event. It was  
20 subsequently learned that in lieu of  
21 paying facility use fees, the lodge has  
22 agreed to make a donation to the  
23 Foundation in the amount of \$10,000 in  
24 support of student scholarships.

25 Agenda items for the May Governance

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2 Committee will include status of the  
3 update on a vendor quote for the trustee  
4 self-assessment. Next Governance  
5 Committee meeting is scheduled for  
6 Monday, May 9th, 4:00 via Zoom. Meeting  
7 adjourned at 4:38.

8 Thank you, Mr. Chairman.

9 CHAIR MURRAY: Thank you, Gordon.

10 Any questions?

11 If not, we'll move on to personnel.

12 Gemma?

13 MS. deLEON-LOPRESTI: Thank you,  
14 Mr. Chair.

15 Just as a reminder, the primary  
16 focus of the Personnel Committee is to  
17 evaluate the performance of the  
18 president. Performance evaluation  
19 process document is located on the  
20 college website.

21 A Personnel Committee meeting was  
22 held on Tuesday, April 19, 2022 via  
23 videoconference. Present were Chris  
24 Murray, Chair of the Board of Trustees,  
25 Trustee Shirley Coverdale, Trustee Zach



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2 Frost, myself, who is the committee  
3 chair, Dr. Ed Bonahue, President,  
4 Angelica Rivera, Assistant Vice President  
5 of Human Resources, and Alla Brodsky,  
6 Deputy General Counsel.

7 The meeting was called to order at  
8 4:30 p.m. There was a discussion  
9 regarding the process to accept  
10 Dr. Bonahue's progress report. The  
11 committee will seek clarification about  
12 the evaluation process from General  
13 Counsel Lou Petrizzo. The trustees  
14 thanked Angelica Rivera and Alla Brodsky  
15 and proceeded with the committee's  
16 meeting with Dr. Bonahue.

17 The committee reviewed the  
18 participation rates of the presidential  
19 evaluation surveys. While responses were  
20 fair in some categories, external  
21 responses were low. It was noted that  
22 some survey e-mails may have been blocked  
23 as spam. It was noted that the surveys  
24 indicated that they were from Suffolk  
25 Community College. Chair deLeon advised

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2 that Scantron sent reminder notices and  
3 responses will be accepted until  
4 8:00 a.m. on April 20, 2022.

5 The committee reviewed the  
6 evaluation process timeline and concluded  
7 that the process is still on track to  
8 meet deadlines. The committee asked  
9 President Bonahue to review his draft  
10 Report on Presidential Goals. The  
11 committee provided feedback as to trustee  
12 expectations and indicated a commitment  
13 to keeping open lines of communication  
14 between the president and the trustees.  
15 President Bonahue will provide a high  
16 level status report at the May Board of  
17 Trustees' meeting.

18 There being no further business, the  
19 meeting was adjourned at 5:30 p.m.

20 CHAIR MURRAY: Thank you, Gemma.

21 Any questions?

22 TRUSTEE CANARY: Mr. Chairman, just  
23 a response. Perhaps with our next  
24 presidential evaluation we should  
25 consider doing a mailing, I mean not only

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2 send the evaluation via e-mail, but send  
3 out a snail mail mailing to all the  
4 recipients, especially the externals, to  
5 say we have sent this to your e-mail, you  
6 know, please respond, please check it,  
7 make sure it didn't get into the spam or  
8 junk files. So I think that may be  
9 something we would need to consider  
10 doing.

11 MS. deLEON-LOPRESTI: You know, that  
12 is an excellent, old-fashioned answer,  
13 and why we didn't think of it I do not  
14 know. It's a relatively small group, I  
15 think you submitted the 25 names, so I  
16 think that we will definitely consider  
17 that for the next time.

18 CHAIR MURRAY: Yeah. Good idea,  
19 Gordon. That's your age is showing a  
20 little bit.

21 Also, I'd just like to thank Gemma  
22 for her hard work in keeping this process  
23 going. I think in prior years we've fell  
24 behind a little bit with the evaluations,  
25 so it's important that with kind of a

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2 fresh start that we keep to the timeline,  
3 and we've been doing that, and Gemma has  
4 been working very hard in that regard.

5 So thank you.

6 Advocacy, I don't think Priscilla is  
7 here. I don't know if anybody else was  
8 planning on giving a report?

9 No? So Facilities. Jim?

10 TRUSTEE MORGO: Yeah, the Facility  
11 Committee met on Monday, April 18th, at  
12 2:00 p.m. Present were committee members  
13 Gordon Canary and Gemma deLeon-Lopresti.  
14 Also, Paul Cooper, Executive Director of  
15 Facilities Technical Support, John  
16 DeMaio, Administrative Director of  
17 Educational Facilities, and Gail Kenehan,  
18 Recording Secretary.

19 This report, as journalism would  
20 say, is a developing story, so stay  
21 tuned. We met to discuss a current  
22 concern before it's a full-blown problem.  
23 John DeMaio expressed concern regarding  
24 the large volume of change orders that  
25 the college is receiving and their

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2 frequency for the STEM building on the  
3 Grant Campus. There are currently 68  
4 submitted change orders and 6 more known  
5 about that have yet to be submitted, for  
6 a total of 74. These change orders were  
7 submitted late, without any indication of  
8 their associated amounts, and they could  
9 really be a problem for the budget and  
10 for the completion of the STEM building.  
11 For the most part, the change orders are  
12 occurring, for the most part the change  
13 orders are occurring because the  
14 architectural drawings have errors and  
15 lack information to allow coordination  
16 among the construction trades. AECOM  
17 USA, Inc. is the architect of record. It  
18 is a large, large publicly traded  
19 company. It has jobs across the globe,  
20 mostly on significant infrastructure  
21 jobs. This is the first job AECOM is  
22 doing for the college. The STEM building  
23 is considered a small job for them  
24 because of relativity for their other  
25 jobs. AECOM's resource allocation, its

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2 focus, is considered to be inadequate.  
3 It's inadequate to complete the project  
4 successfully. I have to emphasize that  
5 John DeMaio is endeavoring to get them to  
6 focus, to get them to give sufficient  
7 allocation to the STEM building. The  
8 STEM building's construction contractor,  
9 the general contractor, on the other hand  
10 has been very accommodating in moving  
11 trades around when appropriate to keep  
12 the job moving. The latest schedule  
13 update has substantial completion by  
14 October 18th, but that may be in jeopardy  
15 because of what I'm talking about here.  
16 We want to keep the Facilities Committee  
17 and the Board of Trustees, of course, and  
18 make them aware of this and make them  
19 aware that the executive committee of the  
20 board may be asked -- may be asked -- at  
21 some point to approve change orders so  
22 the executive committee could approve the  
23 change orders and then that would be  
24 ratified at the next board meeting. But  
25 we have to remember that the board does

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2 not meet in July. The more responsive we  
3 can be with the change orders, the less  
4 likely additional costs will be incurred.  
5 The college is, in particularly John and  
6 his folks, are scrutinizing all change  
7 orders. The goal is to have the building  
8 built right the first time and to not  
9 overpay. The committee will be following  
10 the situation.

11 Thank you, Mr. Chairman.

12 Any questions?

13 CHAIR MURRAY: Jim, I just have a --  
14 first of all, thank you very much for  
15 keeping us informed of the situation.

16 Do you have a sense of the dollar  
17 amounts of the change orders?

18 TRUSTEE MORGO: Yes, actually I have  
19 them. The total change orders submitted  
20 but not approved is \$1,046,656.

21 CHAIR MURRAY: What was the  
22 project's cost again? I'm sorry.

23 TRUSTEE MORGO: The total project  
24 cost was, I have that right here -- well,  
25 let me just go through this, Chris, and

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2 you can figure out the math when I go  
3 through this. As I said, the total  
4 change orders submitted \$1,046,656. The  
5 total change orders known, but not  
6 submitted, is 113,000. The contingency  
7 for the job, and I think the contingency  
8 was about 10 percent of the total budget,  
9 is \$1,488,195. So the contingency that  
10 would be remaining after all known change  
11 orders would be only 328,539. The  
12 architect has also asked for delays,  
13 which the college is rejecting, but if  
14 they were granted they would cause an  
15 additional 824,345. The way the change  
16 orders are handled, they are either  
17 approved, rejected, or negotiated. So if  
18 everything that the architect of record  
19 was requested we'd be significantly over  
20 budget. But John assures us that that's  
21 not going to happen, they're not going to  
22 be all approved. He's rejected some, the  
23 college has rejected some, they're  
24 negotiating some, and I think the best  
25 thing going for us is John DeMaio's



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2 scrutiny and vigilance with all of these  
3 change orders.

4 CHAIR MURRAY: Thank you, so much.

5 TRUSTEE CANARY: Mr. Chairman, if I  
6 may add, to address your question, the  
7 STEM building project I believe is  
8 17.8 million in total.

9 CHAIR MURRAY: Okay, thank you.

10 Any other questions?

11 So at this point we'd like to go to  
12 Foundation.

13 Belle, are you giving --

14 TRUSTEE PAGDANGANAN: Yes.

15 Thank you, Mr. Chair.

16 The Foundation is proud to announce  
17 that its 38th Annual Golf Classic will  
18 take place on Monday, June 6th, at the  
19 Port Jeff Country Club. The day will  
20 start with an 11 a.m. continental  
21 breakfast followed by a Noon Shotgun  
22 start for a Best Ball format. Golf will  
23 be followed by a reception, dinner, and  
24 awards.

25 My colleagues on the Board of

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2 Directors of the Foundation have asked me  
3 to serve as the Honoree for this year's  
4 Golf Classic, and I'm truly honored and  
5 humbled by this request, and I ask that  
6 each of you consider supporting the Golf  
7 Classic.

8 The Foundation is offering  
9 opportunities for sponsorship, as well as  
10 a chance to play this wonderful club  
11 that's in Port Jefferson. Please mark  
12 your calendars for Monday, June 6th.  
13 Golfers both experienced and those that  
14 are just out for a day of fun can  
15 register at the Foundation's website. In  
16 addition to golf and sponsorship  
17 opportunity, we are offering an online  
18 journal to feature your support or that  
19 of your business, and of course we're  
20 planning a Beat the Shark contest, Golf  
21 Skills contest, and a Hole in One  
22 Challenge featuring a new car provided by  
23 one of our Auto Tech program partners.

24 I'm really delighted and indeed  
25 honored to welcome all of my colleagues

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2 in the Board of Trustees to this  
3 charitable golf event, and I look forward  
4 to experiencing a wonderful day in  
5 support of our shared mission.

6 That's my report, Mr. Chair.

7 CHAIR MURRAY: Thank you, Belle.  
8 Congratulations again on being the  
9 honoree, and I encourage all members of  
10 the Board of Trustees to attend, if they  
11 can.

12 Thank you.

13 Any other questions?

14 The Student Trustee Zach was unable  
15 to attend today, so we'll skip that.

16 The Chair's report, the one item  
17 that was discussed that Gordon mentioned  
18 is that a couple of years ago, or maybe  
19 longer, the board had informally, I find  
20 out, had decided to suspend their  
21 practices of providing food, receiving  
22 mileage reimbursement, and also  
23 prohibiting any attendance at conferences  
24 paid for by the school except for initial  
25 one for the training that usually new

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2 trustees perform, and the only exception  
3 was the student trustee would continue to  
4 be paid in mileage based on, you know,  
5 him being a student and not having the  
6 same means as some of us on the board.

7 There's been discussions because,  
8 one, I live close by here, but with  
9 regard to the mileage reimbursement, the  
10 price of gas, the expense of commuting,  
11 and especially for those members who live  
12 far away from the Ammerman or the Grant  
13 Campuses is an, does have an impact.

14 There's also discussions about the  
15 trustees or the board extending the food  
16 that used to be served at the meetings,  
17 because it's not only for the trustees  
18 but also for those that attend. If it  
19 encourages anybody to attend our meetings  
20 that's good, and then there was  
21 discussions about attending these  
22 conferences, but as Gordon had mentioned,  
23 keeping it local, not going to California  
24 or someplace where there's a sense of  
25 expense, but if it's in New York City you

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2 can take the train to New York City and  
3 we'll reimburse you for the train, but  
4 don't stay overnight. If it's in  
5 Washington, obviously you would probably  
6 have to stay overnight, but at least the  
7 travel expenses would be minimum. So I  
8 was advised that we don't have to do a  
9 resolution because we already have  
10 policies in place for these expenditures,  
11 and it was really just an informal  
12 decision by the board given the financial  
13 situation a few years ago to suspend  
14 them, so the thought is to reinstate  
15 them, and I would like to hear anybody's  
16 comments or thoughts on that issue.

17 Anybody?

18 TRUSTEE CANARY: Mr. Chairman, so  
19 getting back to the conference  
20 attendance, again, this is something that  
21 the ACCT, Middle States, all encourage  
22 board members to try to confer with  
23 fellow board members at these  
24 conferences, share ideas, concerns,  
25 problems that we all are experiencing on

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2 the community college level, so I think  
3 that is something that we need to do and  
4 again to demonstrate to Middle States  
5 that our board members are availing  
6 themselves of these conferences. And so  
7 from that perspective I think that is  
8 definitely something we need to do, and  
9 as you said, and as I said, the keeping  
10 it local, trying to keep those travel  
11 costs down, don't go to Las Vegas, don't  
12 go to Los Angeles, but still being able  
13 to avail ourselves of these important  
14 conferences I think is something we  
15 definitely need to get back to.

16 TRUSTEE MORGO: Chris, you know my  
17 thoughts. I have to leave now, so so  
18 long, everybody.

19 CHAIR MURRAY: Your thoughts are  
20 you're in favor, right? Just to get you  
21 on record.

22 TRUSTEE CANARY: He nodded.

23 TRUSTEE MORGO: Yes.

24 (Trustee Morgo left the meeting.)

25 CHAIR MURRAY: Also, I just would

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2 emphasize the amount of money we're  
3 talking about here is miniscule. It's,  
4 you know, we were provided with the  
5 figures and if the total is 20 grand over  
6 all three that would be a lot, it's  
7 probably less than that for the year. So  
8 in the context of a \$208 million budget  
9 it's fairly miniscule, and we have the  
10 appropriations, we have appropriations  
11 for trustee expenses. We're a cheap  
12 group here, we don't really spend any  
13 money and we expend a great deal of time,  
14 as you can see from the committee reports  
15 this month everybody spends a great deal  
16 of time fostering the school's business.

17 Any other thoughts? Anybody opposed  
18 to reinstating it? No? So can I just  
19 get an informal, all those in favor say  
20 aye.

21 ALL MEMBERS: Aye.

22 CHAIR MURRAY: Any opposed?

23 No?

24 [The motion made and seconded was  
25 voted on and carried.]

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2 CHAIR MURRAY: Okay, thank you.

3 And then so that's the Chair's  
4 report. I already did the budget  
5 portion, so now we'll turn to the  
6 President's Report.

7 PRESIDENT BONAHOUE: Thank you,  
8 Mr. Chairman and Trustees. Thanks as  
9 always for your contributions of time and  
10 service.

11 This is the first time we've all  
12 been together since the Inauguration, so  
13 I just want to say thank you to all of  
14 you once again, those who were able to  
15 participate in the ceremony, thank you  
16 for joining the college community and  
17 really the broader Suffolk County  
18 community for what I think was a great  
19 day in celebrating a new chapter in the  
20 college's history. I also just need to  
21 personally thank you for the warm welcome  
22 that you gave to my family. It's very  
23 meaningful to all of us and we felt very  
24 much embraced by the community.

25 Let me also -- I don't know that



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2 applause is -- that's fine, we'll take  
3 it.

4 And I also want to recognize Mary  
5 Lou Araneo and Patti Munsch for chairing  
6 the inauguration committee and to all of  
7 this group here, the entire President's  
8 Council for their many contributions.

9 Thank you.

10 Dr. Irene Rios, it's been literally  
11 years since we've had a Board of Trustees  
12 meeting here on the Ammerman campus, so  
13 thank you for hosting, and trustees,  
14 welcome back to Selden and the Ammerman  
15 campus. I hope that we're able to  
16 continue to rotate board meetings across  
17 the campuses. I think it's important for  
18 transparency and for visibility of the  
19 board meetings, so thank you for being  
20 here today.

21 And I also want to recognize  
22 Mr. Steve Clark, who I hope is behind me.  
23 Steve, thank you for making these  
24 meetings go so smoothly during this era  
25 of hybrid meetings. You keep it running

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2 smoothly with microphones and speakers  
3 and Zoom, and we want to thank you and  
4 your team for making these meetings run  
5 so smoothly, and they definitely need a  
6 round of applause.

7 I also want to recognize, as I  
8 always do, our Association and Governance  
9 leaders with us today, Dr. Lizzy  
10 McCormick, who is the Chair of the Senate  
11 on, here at the Ammerman campus, the  
12 Faculty Senate. Also behind me,  
13 Dr. Dante Morelli, thank you for  
14 representing the Faculty Association  
15 here.

16 Today's report will be brief,  
17 Trustees, because we've had a long  
18 meeting, but I just need to share a few  
19 information items and announcements.

20 We instituted COVID surveillance  
21 testing on all of our campuses beginning  
22 last semester as a means of testing not  
23 only the unvaccinated students and  
24 employees, but also of doing some regular  
25 surveillance testing for all members of

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2 our community. Over the winter and  
3 spring, as you know, the incidence of  
4 COVID was first high and then low, and  
5 now it is building back a little bit, but  
6 as testing itself has become more widely  
7 available, the Safe Start Task Force,  
8 which is a comprehensive group of all  
9 college stakeholders, has recommended  
10 that we suspend our on-campus COVID  
11 testing at the end of this semester.  
12 We're continuing it through the semester  
13 when our population density is high, but  
14 we will suspend it for the summer and  
15 continue to monitor public health  
16 conditions. It is expensive for us to  
17 maintain this comprehensive walk-in  
18 testing service on all of our campuses.  
19 But we're going to maintain our contract  
20 with the vendor, but suspend it for the  
21 summer when our density on campus is  
22 lower, but we will continue to monitor  
23 public health and be ready to respond  
24 quickly to any changes as they may occur.

25 On strategic planning, as part of

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2 our college-wide call to conversation,  
3 we've now completed six town hall-style  
4 meetings since October, and we're  
5 finalizing our Statement of Core  
6 Institutional Values, Mission Goals, and  
7 Measurable Strategic Objectives together  
8 with key performance indicators that will  
9 allow each division of the college to  
10 link their annual operations to long-term  
11 college strategy. In my report next  
12 month I'll be bringing a summary of that  
13 work.

14 And also, I just want to shout out,  
15 he's not here today, but Trustee Frost  
16 attended the last Strategic Planning  
17 Council meeting, and just his presence at  
18 that meeting is a good reminder to the  
19 whole college of the interest that the  
20 board takes in strategic planning.

21 I also want to share, Trustees, that  
22 the college has been awarded a  
23 significant gift. We have received a  
24 quarter of a million dollar gift, a  
25 \$250,000 gift from National Grid, and

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2 this is a gift that allows us to  
3 implement actually a naming opportunity  
4 in, according to the college policy  
5 approved previously by the board. We're  
6 working on a recommendation that will  
7 recognize National Grid and will provide  
8 that recommendation to first the  
9 Governance Committee and then to the  
10 whole board I hope by next month. But I  
11 especially want to recognize at this time  
12 Trustee Pagdanganan, thank you, Belle,  
13 Trustee Pagdanganan, for helping us  
14 connect the dots on a potential  
15 partnership with National Grid, which is  
16 seeking to do more in public education  
17 relating to energy, and to Dr. Sylvia  
18 Diaz and her staff for seeing the  
19 connection and the possibility of working  
20 out a major partnership with National  
21 Grid. So good job on that.

22 I also note, Trustees, that as you  
23 heard, we will all want to come together  
24 to honor Trustee Pagdanganan on June 6th  
25 and I hope that you'll join me at the

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2 Port Jefferson Country Club.

3 Coming up next month, please mark  
4 your calendars, graduation, commencement  
5 exercises, are Thursday, May 19th. We  
6 have two ceremonies, at 9 a.m. and 1 p.m.  
7 More details about logistics will follow  
8 about how you can join in our  
9 commencement ceremonies. That's  
10 Thursday, May 19th. We have two  
11 ceremonies at this point and we think  
12 that will be sufficient for all of our  
13 students, at 9 and 1 p.m. at the Suffolk  
14 Federal Credit Union Arena on the  
15 Brentwood campus.

16 Finally, last night, Lou and I,  
17 together with Dante from the Faculty  
18 Association, and Trustee Lopresti, had  
19 the pleasure of attending the annual  
20 reception of the Long Island AFL-CIO. It  
21 was a great evening of solidarity with  
22 Labor, and both the FA and AME were  
23 represented.

24 Tonight, the Faculty Association and  
25 the Guild are co-sponsoring their annual

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2 event at the Bellport Country Club, and I  
3 check with Dante -- yes? If any trustee  
4 has not RSVP'd but would like to attend  
5 tonight's event and be in solidarity with  
6 the Faculty Association and the Guild,  
7 please feel free to come tonight, once  
8 again, at the Bellport Country Club --  
9 what time, please, Dante -- 6:00 this  
10 evening. So if you're able to come and  
11 celebrate a wonderful year with the  
12 Faculty Association and Guild, you'll be  
13 most welcome this evening.

14 Thank you, Mr. Chairman. That  
15 concludes my report.

16 CHAIR MURRAY: Round table, I didn't  
17 hear anybody have anything, so at this  
18 point I'd like to hear a motion to  
19 adjourn the meeting. We do not need an  
20 executive session, so this would, the  
21 next meeting is May 12th, which is a  
22 little earlier because May 19th is  
23 graduation, so we'll be meeting shortly.

24 But can I get a motion to adjourn?  
25 Gemma.

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2 And second?

3 Kevin.

4 All those in favor?

5 ALL MEMBERS: Aye.

6 [The motion made and seconded was  
7 voted on and carried, and the Board of  
8 Trustees' meeting closed at 10:29 a.m.]

9 CHAIR MURRAY: Thank you, everybody.  
10 It was a very productive meeting.

11 TRUSTEE CANARY: Thanks, guys. Have  
12 a good day.

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CERTIFICATION

STATE OF NEW YORK )  
 ) SS  
COUNTY OF SUFFOLK )

I, DONNA C. GILMORE, a Shorthand Reporter  
and Notary Public within and for the State of New  
York, do hereby certify:

THAT the foregoing transcript is a true  
and accurate transcript of my original stenographic  
notes.

IN WITNESS WHEREOF, I have hereunto set my  
hand this 27th day of April, 2022.

*Donna C. Gilmore*

DONNA C. GILMORE

