

SUFFOLK COUNTY COMMUNITY COLLEGE
SUMMARY MINUTES OF THE BOARD OF TRUSTEES MEETING
AMMERMAN CAMPUS, SELDEN, NY
ALUMNI ROOM, BROOKHAVEN GYMNASIUM
AUGUST 17, 2023

The meeting was held on Thursday, August 17, 2023 at 9:00 a.m. in the Alumni Room of the Brookhaven Gymnasium, in Selden, NY.

PRESENT:

E. Christopher Murray	Chair
Gordon Canary	Vice Chair
Shirley Coverdale	Vice Chair
Gemma deLeon-Lopresti	Secretary
Kevin O'Connor	Trustee
Samantha Portillo	Trustee
Dr. Edward Bonahue	President
Alla Brodsky	Deputy General Counsel
Sara Gorton	Interim V.P. of Business and Financial Affairs
Mary Lou Araneo	V.P. for Institutional Advancement
Shady Azzam-Gomez	V.P. for Information Technology Services
Dr. Liesl Jones	V.P. for Academic Affairs
Dr. Patty Munsch	V.P. for Student Affairs
Kaliah Greene	Interim V.P. / Executive Director, Office of Planning and Institutional Effectiveness
Angelica Rivera	V.P. for Human Resources
Carol Wickliffe-Campbell	Chief of Staff to the President

The meeting of the Board of Trustees was convened at 9:06 a.m.

The Pledge of Allegiance was led by Trustee Canary.

Chair Murray moved to public comments and Ms. Wickliffe-Campbell introduced Legislator Trish Bergin. Legislator Bergin thanked everyone for having her at the meeting and allowing for her comments. She introduced herself as a Legislator for Suffolk County, and a member of the Suffolk County Education and Labor Committee, and a proud alumna of Suffolk Community College. She then gave her comments and concerns regarding the resolution for the President's three-year contract extension and possible raise, the loss of the Tesla automotive program, the issues surrounding the Navy grant, decline in enrollment, and the involvement of Chair Murray and Trustee Sanders with the Urban League of Long Island and Wyandanch Rising Project.

Chair Murray proceeded with the swearing in ceremony of Student Trustee Samantha Portillo. Student Trustee Portillo was sworn in by Suffolk County Clerk Mr. Puleo. After the signing of documents, photos were taken.

Chair Murray requested a motion to enter into executive session to discuss the medical, financial, credit or employment history of a particular person or corporation or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation; and to discuss proposed, pending or current litigation. Trustee Coverdale so moved, Trustee O'Connor seconded, and the motion was approved unanimously. (Whereupon the meeting was adjourned at 9:13 a.m. and resumed at 9:32 a.m.)

Chair Murray requested a motion to approve the minutes of the June 15, 2023 Board of Trustees meeting. Trustee Canary so moved, Trustee deLeon-Lopresti seconded. The motion to approve the minutes was approved unanimously.

Chair Murray introduced Sara Gorton, Interim Vice President for Business and Financial Affairs, to present the College Budget and Financial report. Ms. Gorton reported that the financial statements for the month of July for FY'23 were tracking the same as had been reported for the past two months. Summer tuition revenue came in at about 4.5% less than budgeted, which was about \$228,000 under the budget figure. The College was able to mitigate some of that with increases in interest and rental incomes for that same time period, making it about a net zero loss for the summer for those revenues. The College continues to experience savings on the personnel lines, equipment and supplies, and is still working with increases in utility expenses, and EMHP. The College is currently projecting a fund balance usage at the end of the year between \$10.5 and \$11 M compared to the \$13.6 M that was originally budgeted. Last month the College reported a little over \$11 M in usage, there was then about a \$700,000 reduction in fund balance usage since May. This was attributed to increases in interest income from investments and the savings measures that they continue to employ throughout the College. The estimated fund balance at the end of FY'23 on August 31st is expected to be about \$33 M.

In regards to FY'24 the budget documents have been submitted to SUNY for approval, the College is waiting for their final approval and does not anticipate any problems. The approved budget contains a \$12.9 M fund balance usage, making the projected fund balance on August 31, 2024 to be about \$20.3 M, just below the 10% level the College tries to maintain. The three resolutions for approval are for monthly sponsored services for May, June and July for EMHP.

Chair Murray called for a motion to approve resolutions 2023.46 to 2023.52, and announced he would be abstaining from resolution 2023.52. Trustee Coverdale so moved, Trustee O'Connor seconded, the motion to approve resolutions 2023.46 to 2023.51 were approved unanimously.

RESOLUTION NO. 2023.46 - Approving Monthly Sponsor Services for Suffolk County Community College

WHEREAS, the State University of New York Regulation No. 602.7 requires 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 \$3,178,889.13 for the month of May 2023; \$2,559,782.77 for the month of June 2023; and \$3,180,746.47 for the month of July 2023 (*Attachment I*) is hereby approved by the Board of Trustees.

RESOLUTION NO. 2023.47 - Accepting a Grant Award from the New York State Urban Development Corporation D/B/A Empire State Development for the Reimagine Workforce Preparation Grant Program

WHEREAS, Suffolk County Community College has received a grant award in the amount of \$513,000, from the New York State Urban Development Corporation d/b/a Empire State Development, for the Reimagine Workforce Preparation Grant Program, for the period of March 1, 2023 through September 30, 2024, and

WHEREAS, this project will support the operation of the Entrepreneurial Assistance Center to provide entrepreneur training and follow-up work to support individuals displaced by COVID-19 and to encourage them to start a business for economic development, and

WHEREAS, matching funds are not required, be it therefore

RESOLVED, that said grant award, in the amount of \$513,000, from the New York State Urban Development Corporation d/b/a Empire State Development, for the Reimagine Workforce Preparation Grant Program, for the period of March 1, 2023

through September 30, 2024, is hereby accepted, and the College President, or his designee, is authorized to execute a contract with the administering agency.

Project Director: Daphne M. Gordon, Ph.D.

RESOLUTION NO. 2023.48 - Accepting a Grant Award, from the State University of New York (SUNY) Offshore Wind Training Institute at Farmingdale State College for a Program Entitled, “Strengthening the Wind Energy Education Pipeline (SWEEP)”

WHEREAS, Suffolk County Community College has accepted a grant award in the amount of \$499,392 from the State University of New York (SUNY) Offshore Wind Training Institute at Farmingdale State College for a program entitled, “Strengthening the Wind Energy Education Pipeline (SWEEP)”, for the period July 1, 2023 through June 30, 2025, and

WHEREAS, the funding will develop and offer a 45 hour Offshore Wind Turbines course for 75 high school students in the Brentwood, Bay Shore, Wyandanch, and other school districts, develop and offer a new non-credit dual-certification in welding and composites relevant to the offshore wind and sustainable energy supply chain, and develop and offer new offshore wind career exploration modules to introduce 180 undergraduates and adult learners in the community to educational pathways and careers in the offshore wind industry, and

WHEREAS, in-kind matching funds in the amount of \$179,902 are required in the form of lab space for teaching, 10% FTE for the Project Director, and 2.5% FTE for the Asst. Dean of Continuing Education, and additional welding equipment purchased by another grant, therefore be it

RESOLVED, that the College President, or his designee, is hereby authorized and empowered to execute any necessary documentation, including a grant award, in such form as shall be approved by the College General Counsel, in the amount of \$499,392 from the State University of New York (SUNY), Offshore Wind Training Institute at Farmingdale State College for a program entitled, “Strengthening the Wind Energy Education Pipeline (SWEEP)”, for the period July 1, 2023 through June 30, 2025.

Project Director: Melanie Morris-Carsch

Note: No full-time personnel

RESOLUTION NO. 2023.49 - Accepting a Grant Award from the State University of New York (SUNY) for Enhancing Supports and Services for Students with Disabilities for Postsecondary Success (SWDPS)

WHEREAS, Suffolk County Community College has received a grant award in the amount of \$38,128 from The State University of New York (SUNY) for Enhancing Supports and Services for Students with Disabilities for Postsecondary Success (SWDPS), for the period of September 1, 2022 through December 31, 2023, and

WHEREAS, the College will use the funding to update an existing student lounge within Disability Services as a student lounge/sensory room, develop, produce and distribute promotional materials specific to our Disability Services office, provide training and support for the Disability Services staff and other appropriate College employees, and purchase assistive technology including Scanning Pens and JAWS.

WHEREAS, matching funds are not required, be it therefore

RESOLVED, that the College President, or his designee, is authorized and empowered to execute any necessary documentation, including a contract, in such form as shall be approved by the College General Counsel, accepting a grant award in the amount of \$38,128 from The State University of New York (SUNY) for Enhancing Supports and Services for Students with Disabilities for Postsecondary Success (SWDPS), for the period of September 1, 2022 through December 31, 2023.

Project Director: Jennifer Forni, Director of Disability Services

Note: No full-time personnel

RESOLUTION NO. 2023.50 - Authorizing an Amendment to the College President's Employment Agreement

WHEREAS, the College President's Employment Agreement is set to expire on June 28, 2024; and

WHEREAS, the Employment Agreement provides for annual performance reviews and evaluations; and

WHEREAS, the Personnel Committee has completed a performance evaluation of the College President for the 2022-2023 academic year; and

WHEREAS, the Personnel Committee recommends that the term of the President's Employment Agreement be extended by an additional three (3)-year term, be it therefore

RESOLVED, that the College President’s Employment Agreement shall be amended to reflect that the Agreement shall be in effect until June 30, 2027.

RESOLUTION NO. 2023.51 - Setting Dates, Times, and Locations of 2024 Meetings of the Board of Trustees

RESOLVED, that during the year 2024, meetings of the Board of Trustees shall be held on the following dates:

<u>DATE</u>	<u>LOCATION</u>	<u>TIME</u>
January 18, 2024	Alumni Room, Brookhaven Gymnasium Ammerman Campus, Selden, New York	9:00 am
February 15, 2024	Board Room, Learning Resource Center Grant Campus, Brentwood, New York	4:00 pm
March 21, 2024	Lecture Hall, Montaukett Learning Resource Center Eastern Campus, Riverhead, New York	4:00 pm
April 18, 2024	Alumni Room, Brookhaven Gymnasium Ammerman Campus, Selden, New York	9:00 am
May 9, 2024	Board Room, Learning Resource Center Grant Campus, Brentwood, New York	4:00 pm
June 20, 2024	Lecture Hall, Montaukett Learning Resource Center Eastern Campus, Riverhead, New York	10:00 am
August 15, 2024*	Alumni Room, Brookhaven Gymnasium Ammerman Campus, Selden, New York	9:00 am
September 19, 2024	Board Room, Learning Resource Center Grant Campus, Brentwood, New York	9:00 am
October 17, 2024	Media Room, Culinary Arts Center Riverhead, New York	4:00 pm
December 5, 2024	Board Room, Learning Resource Center Grant Campus, Brentwood, New York	4:00 pm

1. There is no July or November meeting scheduled.
2. A Board retreat may be held in July and/or November. Location and time TBD.

* Subject to change on County Legislative action on the College Budget.

Dated: 8/17/2023

Chair Murray called for the Student Success Committee report. Dr. Patty Munsch reported on behalf of Trustee Pagdanganan. The Student Success Committee met on August 8th. The committee learned about the current student success opportunity that the College is embarking on, the Suffolk Rise Program. Through the support from SUNY and an alliance with the CUNY ASAP program, the College will build a support program called Suffolk Rise. Through this program, identified students will receive funding beyond their financial aid so that they do not have any additional tuition charges. They will receive funds to support their books and technology needs, and they will receive additional funding to support transportation needs, along with any basic need support offered by the College. In addition, the student will have an assigned advisor and will be expected to meet with them twice a month to discuss academic and personal progress. The student will enroll in fifteen credits a semester and will participate in academic support as needed. The program will begin with a cohort of new students in spring of 2024, and with an additional cohort of new students added in fall 2024. The funding for the support is for 150 students and will be managed through a SUNY grant opportunity.

Chair Murray called for the Personnel Committee report. Trustee deLeon-Lopresti reported that the committee met on Friday, July 21, 2023, via video conference. The committee held a discussion regarding Dr. Bonahue's performance evaluation and employment agreement that is set to expire on June 28, 2024. A conversation ensued that the College President was in the second year of his current three-year contract. Upon reviewing the results of the President's performance evaluation, the Personnel Committee recommends that the College President's employment agreement be extended by an additional three-year period through June 30, 2027. This recommendation will be presented for approval for the full Board of Trustees at the August meeting.

Chair Murray noted that the Facilities Committee was in need of a new Chair and invited any Trustee interested to let him know. Trustee Canary agreed to be the Chair of the Facilities Committee.

Chair Murray called for the Foundation report. Dr. Sylvia Diaz reported that through a partnership with the Knapp-Swezey Foundation and the Long Island Community Foundation, the Foundation has now established the Innovation and Educational Experts Scholarship totaling \$380,000 for nineteen students to enroll at the College for the upcoming 2023-2024 academic year. These funds will be utilized to cover tuition as well as a variety of wraparound services intended to support student success. These include tutoring, peer mentoring, success coaching, accounts at the bookstore, transportation and meal plan assistance, or the expanded meal plan assistance program, and career counseling. The proven success of providing wraparound support services to scholarship students is a model that is being replicated throughout the

College through the Foundation. The students were selected from two school districts: the Patchogue-Medford High School and the Bellport High School. Yesterday, Suffolk Federal Credit Union hosted their annual scholarship presentation ceremony, recognizing nine scholars enrolled for the upcoming fall semester at the College. President Bonahue and a former student alumnus, Michele Dean, awarded the scholarships during a ceremony attended by the members of the Credit Union's Board of Directors, the scholars, their families and the College and Foundation board leadership. Since partnering with the College five years ago, thirty-six scholars have received over \$215,000 in scholarship support. Above and beyond the naming rights agreement that was entered into with the Credit Union.

Chair Murray called for the Association Liaison from the Board of Trustees report. President Bonahue said that they hope Student Trustee Portillo will join as the liaison from the Board of Trustees to the Association. The Association has been meeting monthly since the last meeting, and Dr. Munsch would give today's update. Dr. Munsch reported the Board of Directors met on June 21st, July 12th and August 9th. During those meetings, the new board members became familiar with the role and function of the Association, passed a series of resolutions to support the 2023-24 budget, reviewed the childcare family handbook, and passed related resolutions. They discussed the bylaws of the Association and are considering the nomination and election process for positions as outlined in bylaws. The new board also reviewed the financial reports of the Association and expects the 2022-23 budget to utilize reserve funds as anticipated by this board.

Chair Murray noted since it was Student Trustee Portillo's first meeting that there was no report, and she would commence her monthly reports at the next meeting. He noted to her that the reports are a way for the Board to get the student input about what's going on in the College. He thanked her and welcomed her to the Board.

Chair Murray moved on to the Chair's report. Chair Murray announced that former Trustee Morgo and Trustee Pagdanganan were going to be honored by the New York Association of Community College Trustees at their awards dinner in November. He added they were both very deserving of the recognition and the Board was proud of their accomplishments. He thanked the administration for their help in the process. The awards dinner will take place on November 3rd in Saratoga Springs.

Chair Murray moved to the President's report. President Bonahue thanked the Trustees for their commitment of service and time for the Board and the students. He then recognized and thanked the following leaders who were present at the meeting: Professor Dante Morelli, President of the Faculty Association; Professor Sean Tvelia, President of the Guild of Administrative Officers; Mr. Nick DeBello representing AME at the County level; Mr. Tim Freeman, from Legislator Bontempi's office; Maria Barbara,

from Presiding Officer McCaffrey's office; and Mr. Tim Rothang, from the Education and Labor Chairman, Jim Mazzarella's, office.

President Bonahue began his report with an update on enrollment. Student enrollment in Fall on-campus courses is outpacing enrollment in online courses. The College moved a self-assessment for students considering online classes to a more prominent location to ensure that students who might be thinking about online education are fully informed about the challenges with those online courses. Enrollment for the fall was trending up by 3 to 4%, ahead of the 2% target. However, after deregistration of students for nonpayment, that figure fell to 3% below last year. Since then, the College has caught up a little every day and as of late yesterday FTE had caught up and was even with the previous year. Head count remains down 1%. In the two weeks between now and the first day of class, the College needs this momentum to hold, and everyone is working to make the 2% enrollment group target. The Seawolves at Suffolk partnership is taking shape. Of the students who are referred to the College directly from Stony Brook, the College received 122 applications. Of these, 91 students now have Suffolk schedules for the fall. The College has over 700 students say that their main objective is transfer to Stony Brook, but the distinctive thing about this new program is that these students were referred to the College by Stony Brook as their best pathway for getting in. He noted that at the June meeting, he reported that the SUNY system sent proxy acceptance letters to every family in the state reminding them that their local community college is an open-access institution and that they're automatically accepted. As a result of this push, the College has received 129 applications from new contacts, and of those, 68 now have a schedule for the fall.

President Bonahue then introduced VP Araneo, VP Munsch, and Director of Marketing Drew Fawcett for a presentation on Enrollment Management and Marketing Initiative Outcomes. VP Araneo began the presentation with a review of the College's marketing activities goal, which is to drive engagement with prospective students in support of College enrollment management goals. The College's advertising is created to generate interest and awareness of the College and its programs across Suffolk County through strategic media placement, such as radio, television and print. Evolving digital platforms now exist that enable the College to target audiences more efficiently. In addition, this year, the College also benefitted from external sources of funding that enabled to bring attention to the HVACR program and to promote health care recruitment in both Spanish and English. Between the fall of 2022 and summer of 2023, eleven enrollment management initiatives were undertaken. She asked Mr. Fawcett to review the highlights and outcomes from four of the most recent activities which took place from February to July 2023.

Mr. Fawcett said that the College had benefitted from some additional sources of funding, such as the Spanish health care campaign that was funded through SUNY with the express mission of engaging Spanish-speaking students in their native language. The campaign ran from early February through April, and highlighted health-related careers at Suffolk County Community College. The media strategy included digital and social ads, it included bus shelters, busses, radio, print ads and more. The effort also

included a parallel campaign promoting the health care opportunities through Suffolk. He noted that health care careers are expected to grow by 13% in the next ten years. The College attempted to engage these potential students through the construction of a microsite. It was an opportunity to let students know at a single glance all the opportunities available to them, including eleven two-year degree opportunities and six short-term certificate opportunities. Through July 31st, that site has captured more than 49,000 visitors, and when they averaged out all those health care programs, the College saw an increase of about 32% as of July 31st and traffic to those specific programs.

The next campaign he reviewed was the HVAC campaign. This campaign was underwritten expressly through Daikin, a global manufacturer of HVAC equipment. They have a need to supplement their workforce because many of the people in the HVAC industry are older and are retiring. They came to the College and asked if the College could help with the marketing campaign that would drive students to the HVAC program at Suffolk and, in turn, benefitting them. The campaign ran from February through May, it included digital ads, social, bus shelters and targeting communities and Spanish language print ads. It also included radio ads, e-blasts to high school counselors and tech teachers, postcards to community organizations and influencers, public libraries and also periodic information sessions through our admissions office. It also included bus shelters and postcards and flyers that all had QR codes. When they did a comparative analysis to the HVAC site from 2022, they saw that that site had approximately 850 visitors for that window. This year after the campaign, the site had almost 30,000 visitors to that same website, and, they have seen a 56% increase in registered students for the program.

Lastly, he reviewed the IP campaign. An IP address is like a fingerprint; it's unique to the household, and can provide marketing certainty. They decided to use this IP campaign to help the College with its retention efforts, because they know who the students are that should be returning and their email addresses as well as their street addresses. By understanding both of those and working through Google, they can ascertain their IP address, which allows them to message those households specifically and expressly about the need to return to Suffolk and register and build a schedule. He noted that what was great about the IP address is that it goes to all the devices within that household, so in some cases, the student may be seeing it and maybe not acting on it. When it goes to all the devices in the household, including the phone, the laptop, the PDA, et cetera, the parents are also seeing that message and can provide a motivating factor to say "Let's get that schedule built." He then turned it over to Dr. Munsch so she could share some of the results of the IP campaign.

Dr. Munsch reported that once they added the IP campaign, they saw an increase in the number of students registered to whom they had been making outreach. At the start of the enrollment period for this year, the outreach campaign included a little over 14,000 continuing students. Those were students who had stopped out with us, or were registered in spring of '23 that needed to continue on with us. As of August 15th, 8,500 of those students had gone on to register and pay for their upcoming semester. About 42% of the outreach population. In the prior year when the College didn't have the IP

campaign added into the process, there was only a 23% student population that had registered and paid for classes by this date and time.

Once the 42% population is on campus they will continue with the assigned advising initiative in this upcoming semester. In spring of '23, all new liberal arts general studies students were assigned a counselor to service or advise them for the incoming semester. They found that those counselors made outreach, on average, three times to every student in their cohort. Some counselors connected with their assigned students anytime that counselor received an alert for that student. If a student had an academic alert from a faculty member, the counselor would do the follow-up conversation with the student to find out what was going on. The College is seeing some success with this model, 69% of the students who met with their assigned advisor went on to complete the registration process for fall of '23, and their average GPA was a 2.75. They are seeing that when the students are engaged with their assigned counselor that the students are successful. The College plans to continue this pilot into fall of '23, and is going to be adding some additional touch points for students to understand the role of the assigned advisor.

Trustee deLeon-Lopresti commended them for the presentation and said she was continually impressed by the College's efforts. She asked how the College has been managing the additional workload with the counselors. Dr. Munsch said they have strategized with the counselors to ensure that they are keeping their caseload as manageable as possible, which is why they are only targeting new liberal arts general studies students. Noting, Liberal Arts general study students tend to be the undecided population, they don't have a major that feels like a home to them the way some of the other majors do. They hope to expand the resources and staffing over time.

President Bonahue thanked them for the presentation and gave some additional updates. Dean Ciampa has worked directly with Brentwood High School to enroll twenty-four high school students in the HVAC program. These are high school students who will be coming to the Grant Campus to take classes first thing in the morning, and then they will go back to the high school for the rest of their day. At the end of the year, they will have nine college credits that they can count towards Suffolk.

The College has completed its transition out of the Sayville Center as they have identified a new tenant who has taken over the lease. SUNY has now approved the conversion of the College's Surgical Technology program from a non-credit, workforce program to a full two-year degree program. The College's hospital partners are eager to have more surgical technologists to support their operating rooms. The College received approval from SUNY to launch the program, and it is now being reviewed by the State Department of Ed. The College anticipates a launch of the program for spring semester.

In regards to the \$2 M grant from the US Navy for a supporting scholarship in manufacturing and welding, the College is required to fulfill a variety of requirements, which in this case, consists of all the requirements to qualify as a Department of

Defense contractor. The requirements are very specific, and require the College to gather and report federally-mandated employment application and hiring data at a level of detail that the College currently does not have, and its systems do not accommodate. Coming into compliance with this requirement will carry some costs. Next steps are to confer with Blue Forge, the grant agency that is helping the College manage this award and how to manage these costs.

Last month, Dr. Bonahue said he had his first briefing on the Middle States reaffirmation of accreditation cycle, which will begin with the appointment of a self-study steering committee this year. This committee will write the institution assessment documents. The reaffirmation process culminates with a visit from visiting peer committee. The process is enormous, and the College will get started in this academic year.

In terms of financials, the College has completed the budget process for FY '24, receiving a unanimous vote of support for the budget with a 2% increase from the County Legislature. The County also restored \$5 M in capital that is critical for the College's infrastructure projects across all campuses. In facilities, the College was approached by National Grid with a request to consider expanding its collaboration that started with the STEM and Renewable Energy Center. The new building uses geothermal technology for principal heating and cooling. National Grid has identified substantial State funding that could support development of an expanded geothermal energy project at the Grant Campus. The project would involve boring, geothermal boring, on campus property, similar to the engineering used at the STEM Center, and also tying in campus buildings to geothermal heating and cooling, rather than using gas or fuel oil. The win for the College would be public funding that would substantially update very expensive heating and cooling equipment. The College received two preliminary briefings from National Grid, and plans to explore this further.

Two weeks ago, the College was contacted by both a local technology company and the Town of Riverhead about joining a consortium trying to bring some federal infrastructure dollars to Suffolk County in support of manufacturing microchips and semiconductors. This is likely a project that would parallel the CHIPS Act that is bringing billions upstate, as opposed to major congressional action, this new initiative is being organized as an EDA grant through the Department of Commerce. Since the College wants to support any major initiative that could bring new jobs to Long Island and supports economic development, it plans to explore further.

Trustee Canary asked if once the College sorted through what was needed to be eligible for the Navy grant would that open the door for future Department of Defense grants. President Bonahue said that to work with the Department of Defense, the College has to have the status of a defense contractor, which requires the College to collect information on who applies for jobs, and on who is currently employed. The College would need an applicant tracking system, an HR information system database that will be able to collate and give reports on employment demographics. He said it was a current objective for the College that should open future doors, not only for this grant, but for future defense-related grants. The College would need some external

support, and is considering doing either an RFP or an RFQ to support someone who would help with an HR information system. This could take several months.

Trustee Canary asked if the College has checked with SUNY to see if any of the other SUNY institutions have been engaged in something like this and maybe have a template that the College can follow. VP Rivera said the College has asked SUNY institutions that have programs that require these affirmative action plans to be put in place, and was trying to piggyback on some of the HRIS software; unfortunately, the College is not able to do that right now due to the costs. The College is actively looking to find a way to get a modified version, so that it can implement a HRIS system.

Trustee Canary asked about the chip manufacturing facility Dr. Bonahue had mentioned and asked if someone was planning on building a chip manufacturing facility in the Riverhead area. President Bonahue said the College heard from Dawn Thomas from the Town of Riverhead, and they do have their eyes on certain parcels, possibly within the Grumman facility. He believes there will be two rounds of funding through the EDA. Long Island is competing for what would be one of twenty awards. The twenty awards would allow for about a half a million in planning dollars to plan out the site, the capacity, the product, the players. Of those twenty, the second phase is that one is chosen for a multi-million-dollar facility to locate the manufacturing plant.

Trustee Canary expressed his excitement over the expansion of the auto tech training center at the Grant campus and asked for an update. President Bonahue said the planning dollars are in the budget which will allow the College to engage an architect for the specialized facility. He said he would get the specific timeline and give the Board an update. The new facility is going to allow for the expansion of the program, which is currently at full capacity.

Chair Murray moved onto Roundtable. Trustee Canary expressed his concern regarding the resurgence of COVID and asked if SUNY has given any further guidance on COVID guidelines. Dr. Rios said there has been no new information sent to the Colleges from SUNY. The only advice they are giving is to stay in contact with local health departments and watch for trends. She noted that many of the colleges, especially residential colleges, have indicated they are handling this similarly to the flu. However, all mandates have been reduced, and no shots are mandatory going forward.

Trustee Coverdale shared that since they had some cases in her community she reached out to Dr. Pigott, Commissioner of Health, and he shared that COVID cases are up a bit, but there is no need to panic, they are not at the three and four hundred patient level, they're seeing about forty to seventy patients across the eleven hospitals in the county.

Trustee deLeon-Lopresti congratulated Dr. Bonahue on having his contract extended. She is very pleased that he is committed to dedicating the next three years to the

students of the College. She added he has done very well representing the College in the community and despite the many challenges that every college and university throughout the country is going through with declining enrollment, he also sees the opportunities; that community colleges are needed more than ever. She added that the work he does has a direct impact on Suffolk County, and thanked him for it.

Trustee Canary asked everyone to keep the Hawaiian residents in their thoughts and prayers, regarding the tragedy in Maui and Lahaina.

Chair Murray called for a motion to adjourn the meeting. Trustee Canary so moved, Trustee deLeon-Lopresti seconded, and with all in favor, the meeting was adjourned at 10:23 a.m.

The Board of Trustees next meeting is September 21, 2023 at 9:00 a.m. in the Board Room of the Learning Resource Center on the Grant Campus, Brentwood, New York.

Respectfully submitted,
Gemma deLeon-Lopresti
Secretary