

SUFFOLK COUNTY COMMUNITY COLLEGE
SUMMARY MINUTES OF THE BOARD OF TRUSTEES MEETING
GRANT CAMPUS, BRENTWOOD, NY
BOARD ROOM, LEARNING RESOURCE CENTER
JUNE 20, 2024

The meeting was held on Thursday, June 20, 2024 at 4:00 p.m. in the Board Room of the Learning Resource Center, in Brentwood, NY.

PRESENT:

E. Christopher Murray	Chair
Shirley Coverdale	Vice Chair
Gordon Canary	Vice Chair
Kevin O'Connor	Trustee
Belinda Pagdanganan	Trustee
Jerome Bost	Trustee
John Dolan	Trustee
Samantha Portillo	Student Trustee
Dr. Edward Bonahue	President
Ashley Pope	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. Patty Munsch	V.P. for Student Affairs
Kaliah Greene	V.P. Office of Planning and Institutional Effectiveness
Angelica Rivera	V.P. for Human Resources

The meeting of the Board of Trustees was convened at 4:05 p.m.

Chair Murray asked Ben Zwirn for the recognition of guests. Mr. Zwirn introduced Tim Freeman, representing Legislator Stephanie Bontempi office.

Chair Murray requested a motion to approve the minutes of the May 9, 2024 Board of Trustees meeting. Trustee Bost so moved, Trustee Pagdanganan seconded. The motion to approve the minutes was approved unanimously.

Chair Murray then introduced Interim VP of Financial Affairs Sara Gorton to present the College's financial reports. For the FY' 24 budget update VP Gorton reported the College was three quarters done with the fiscal year and heading into the summer for its last quarter, tracking close to what it has been for the past couple of months. The projected fund balance usage continues to be about \$7.2M. Revenues for summer are currently showing an increase of about 3% over budget. Tuition Revenue in credit bearing categories over the year was slightly under budget by 1%. This was offset by the increases in non-credit areas. Total tuition is tracking very close to budget. Fees are projecting slightly over budget, as students come back to campus. Other revenues from facilities usage and interest on investments continue to trend over budget, and brings the total projected revenue to about \$2.4M above budget, 1.2% over budgeted revenues. For expenditures, she reported the College's largest area salaries is slightly under about \$200K overall, a mix between savings on permanent salary lines from our vacancy management and from the voluntary retirement incentive. In total the College is tracking close to budget on all of its salary lines. The College has released some funds for technical equipment and instructional equipment over the summer to get ready for the new school year that starts at the end of August, even so it is still seeing savings of about \$500K. The College anticipates going into the summer months, it may see increases in utility expenses. Everyone, especially the campus deans are looking for ways to be more efficient in energy usage. In summary the anticipated fund balance reserve usage is about \$7.2M for FY'24, about \$5.6M under budget. This brings the projected fund balance at August 31, 2024 to about \$24.375M, 11.6% of the total operating budget, which is where the College likes to be in terms of financial stability and sustainability.

VP Gorton then reported for FY'25. The legislative vote on the College's proposed budget is June 25th. The College received positive feedback from the County Executive's office and also received a very good evaluation from the Office of Legislative Budget Review. Currently, Fall 2024 enrollment is trending about 2.8% in headcount and 1.7% in FTE compared to the same time last year. She noted that although the State did not increase our base funding for FY '25, in the Governor's budget allocated \$8M for community colleges. The Chancellor made an announcement last week allocating those funds across the community colleges with Suffolk County Community College receiving about \$329K in funding. This will be broken down with \$229K for healthcare education and workforce development program expansion. The additional \$100K will fund mental health programs. SUNY was very clear that these funds are considered restricted funds and not an increase in the operating budget, although they have been identified as recurring in the State's financial plan. These funds are meant to supplement and not supplant the College's budget. They have to be new initiatives that are presented to SUNY to show what we will be doing with this funding.

President Bonahue provided an overview of College resolutions 2024.41 to 2024.53.

Trustee Canary made a statement in regards to resolution 2024.46, authorizing the adoption of new part time title of Call Center Representative. He said that as a Trustee he recognized that the call center operations are critically important. For a lot of the general public, this is their first opportunity to speak to someone at the College. How the calls are handled through the call center, and the dissemination of information are critically important.

President Bonahue said this was new and created by the Executive Deans. The College recognizes that different campuses have had different ways of answering the phones. This is an attempt to try and improve that and make it possible to use all the resources that are available on all three campuses so that ultimately every call gets answered.

Trustee O'Connor asked if this will allow for better staffing of the call center. President Bonahue confirmed yes, and they will probably have more than one function, they may have a receptionist or a public facing function at any of three campuses.

Chair Murray allowed for a statement from Ann Laude. Ms. Laude introduced herself, saying she has worked at the call center for ten years. She said she support the initiative to centralize the call center and provide a more perfected delivery to clientele. However, in the restructuring her position is being eliminated, and she has 4.8 years left of service to retirement. Ms. Laude has been a part time employee for almost sixteen years and has worked as an instructor in the Theater department, also taught College Seminar, and worked in the honors program before moving to the call center. She noted she is a single mother supporting her family. She was informed of the termination of her employment as of August 26th and she asked if the board would consider utilizing her expertise and experience in the furtherance of the mission to provide a higher level of service. She feels she has a lot to offer and is honored to serve the College.

President Bonahue called upon VP Angelica Rivera to offer a response. He said it was his understanding that for employees such as Ms. Laude, they will have the opportunity to apply for these positions under the reorganization. VP Rivera agreed and confirmed that with her discussions with the Executive Deans there will be a transition and opportunity for current staff to apply to over a dozen positions available. Some of the Professional Assistants will also be retained to help transition. President Bonahue noted the transition will take place over the summer and into the fall.

Chair Murray called for a motion to approve College resolution 2024.41 to 2024.53. Trustee O'Connor so moved, Trustee Bost seconded, the motion to approve resolutions 2024.41 to 2024.53 was approved unanimously.

RESOLUTION NO. 2024.41 – Accepting a Grant Award from the New York State Urban Development Corporation d/b/a Empire State Development on behalf of the New York State Office of Strategic Workforce Development for a Pay for Performance Operating Grant – P4P Advanced Manufacturing Training on Long Island

WHEREAS, Suffolk County Community College has received a grant award in the amount of \$399,434, from the New York State Urban Development Corporation d/b/a Empire State Development on behalf of the New York State Office of Strategic Workforce Development for a Pay for Performance Operating Grant – P4P Advanced Manufacturing Training on Long Island, for the period of March 21, 2024 through February 27, 2026, and

WHEREAS, this project will provide Suffolk County Community College funding to create a new computer numeric controller (CNC) machining training program and supplemental CNC Swiss machining program to help meet the needs of Long Island’s small manufacturers, and

WHEREAS, matching funds in the amount of \$48,000 are required, be it therefore

RESOLVED, that said grant award in the amount of \$399,434, from the New York State Urban Development Corporation d/b/a Empire State Development on behalf of the New York State Office of Strategic Workforce Development for a Pay for Performance Operating Grant – P4P Advanced Manufacturing Training on Long Island, for the period of March 21, 2024 through February 27, 2026, is hereby accepted, and the College President, or his designee, is authorized and empowered to execute any necessary documentation, including a contract with the administering agency, in such form as shall be approved by the College General Counsel, and be it further

RESOLVED, that the 2023–2024 College operating budget be amended to reflect the applicable portion of the grant award.

Project Director: Laura Galletta, Specialist II

Note: 1 Full-Time Professional Assistant position

RESOLUTION NO. 2024.42 – Accepting a Grant from the State University of New York (SUNY), through the New York State Office of Strategic Workforce Development, for a Veteran’s Internship Program

WHEREAS, Suffolk County Community College has received a grant in the amount of \$5,538.31, from the State University of New York (SUNY), through the New York State Office of Strategic Workforce Development, for a Veteran’s Internship Program, for the period of September 1, 2023 through May 31, 2025, and

WHEREAS, under this program a student veteran will complete an internship in the admissions or enrollment office on the College campus to increase veteran’s enrollment, and engagement, and to help determine barriers on campus, and

WHEREAS, matching funds are not required, and

RESOLVED, that a grant, in the amount of \$5,538.31 from SUNY through the New York State Office of Strategic Workshop Development, for a Veteran’s Internship Program, for the period of September 1, 2023 through May 31, 2025, is hereby accepted, and the College President, or his designee, is authorized to execute and empowered to execute any necessary documentation, including a contract, with the administering agency, in such form as shall be approved by the College General Counsel, and be it further

RESOLVED, that the 2023–2024 College operating budget be amended to reflect the grant award.

Project Director: Shannon O’Neill, Director of Veteran Services

RESOLUTION NO. 2024.43 – Amending the College Budget for an Increase from the State University of New York (SUNY) Workforce Development Training Grant Program for the Project Entitled “Foundations for Workplace Success in Allied Health and Psychology Courses as a Pathway to Credit Bearing Degree Programs in Healthcare for Summer 2024”

WHEREAS, the 2023-2024 College operating budget provided \$17,504, including indirect costs, from the State University of New York (SUNY) Workforce Development Training Grant Program, for a project entitled “Foundations for Workplace Success in Allied Health and Psychology Courses as a Pathway to Credit Bearing Degree Programs in Healthcare for Summer 2024,” for the period of June 04, 2024 through August 31, 2024, and

WHEREAS, the grant award includes an additional amount of \$10,713 including indirect costs, bringing the total amount of the grant award to \$28,217, and

WHEREAS, the additional employer cash share in the amount of \$1,072 will increase the total employer cash share of the project cost to \$2,822, and

WHEREAS, it is necessary to amend the 2023-2024 College operating budget in the amount of \$10,713 to provide for the total increase in the grant award, be it therefore

RESOLVED, that the 2023-2024 College operating budget be amended to reflect an award increase in the amount of \$10,713 including indirect costs of \$1,786, from the SUNY Workforce Development Training Grant Program for a project entitled “Foundations for Workplace Success in Allied Health and Psychology Courses as a Pathway to Credit Bearing Degree Programs in Healthcare for Summer 2024”, and the College President, or his designee, is authorized and empowered to execute any necessary documentation, including an agreement with administering agency, in such form as shall be approved by the College General Counsel, and be it further

RESOLVED, that the 2023–2024 College operating budget be amended to reflect the increase in the grant award.

Project Director: Arlene Jackson, College Assistant Dean, Continuing Education

Note: No full-time personnel
Matching funds from employer partner, Consortium

RESOLUTION NO. 2024.44 – 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 \$85,000 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, 2023 through August 31, 2024, and

WHEREAS, the SUNY Campus allocation of the SWDPS program, issued by the New York State Education Department, will provide funds to enhance supports and services for students with disabilities (SWDs) enrolled in the College will provide funding to include supplementing existing supports and accommodations for students, support a summer transition programs, provide disability staff training and improving the identification process of SWDs and enhance data collection, and purchase assistive technology including screen readers, and

WHEREAS, matching funds are not required, be it therefore

RESOLVED, that a grant in the amount of \$85,000, from SUNY for Enhancing Supports and Services for Students with Disabilities for Postsecondary Success, for the period of September 1, 2023 through August 31, 2024, is hereby accepted, and the College President, or his designee, is authorized and empowered to execute any necessary documentation, including a contract with the administering agency, in such form as shall be approved by the College General Counsel, and be it further

RESOLVED, that the 2023–2024 College operating budget be amended to reflect the grant award.

Project Director: Jennifer Forni, Director of Disability Services

Note: No full-time personnel

RESOLUTION NO. 2024.45 – Accepting a Grant Subaward from the Research Foundation for the State University of New York, made available through an Award from the Lumina Foundation (Sponsor), to Carry out a Project Entitled “Strategic Enrollment Management”

WHEREAS, Suffolk County Community College has received a grant subaward in the amount of \$10,000, from the Research Foundation for the State University of New York, made available through an award from the Lumina Foundation (Sponsor), to carry out a project entitled “Strategic Enrollment Management,” for the period of April 1, 2024 through June 30, 2025, and

WHEREAS, the grant subaward will be used to support the development of a Strategic Enrollment Management plan, with a focus on adult learners at the College, and share the plan with SUNY, and

WHEREAS, matching funds are not required, and

RESOLVED, that a grant subaward, in the amount of \$10,000 from the Research Foundation for the State University of New York, made available through an award from the Lumina Foundation (Sponsor), to carry out a project entitled, “Strategic Enrollment Management,” for the period of April 1, 2024 through June 30, 2025, is hereby accepted, and the College President, or his designee, is authorized and empowered to execute any necessary documentation, including a contract with the administering agency, in such form as shall be approved by the College General Counsel, and be it further

RESOLVED, that the 2023–2024 College operating budget be amended to reflect the applicable portion of this grant award.

Project Director: Joanne E. Braxton, College Dean of Enrollment Management

Note: No full-time personnel

RESOLUTION NO. 2024.46 – Authorizing the Adoption of a New Part-Time Title of Call Center Representative

WHEREAS, the College wishes to establish a part-time Call Center Representative position to staff a collegewide centralized call center that will respond to questions related to admissions, advisement, financial aid, registration, cashier and general inquiries from the general public, be it therefore

RESOLVED, that the College hereby creates a new part-time employee title of “Call Center Representative” effective June 21, 2024, and be it further

RESOLVED, that the hourly wage rate for the part-time employee title of Call Center Representative is set at \$18 per hour.

RESOLUTION NO. 2024.47 – Excused Absence by a Member of the Board of Trustees

WHEREAS, Trustee Priscilla Zarate is unable to attend the June 20, 2024 meeting of Suffolk County Community College’s Board of Trustees due to a conflicting employment-related commitment; and

WHEREAS, Trustee Zarate has requested that such absence be designated by the Board of Trustees as an excused absence, be it therefore

RESOLVED, that Trustee Zarate’s absence at the June 20, 2024 Board of Trustees meeting is an excused absence.

RESOLUTION NO. 2024.48 – Approving Annual Sponsor Services for Suffolk County Community College for FY2023–2024

WHEREAS, the State University of New York Regulation No. 602.7 requires the Suffolk County Community College Board of Trustees to review and approve services provided by its Sponsor, the County of Suffolk, and

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

WHEREAS, Workers Compensation, Liability Insurance and Fleet Services are considered Sponsor Services, and

WHEREAS, the College is also responsible for costs related to the administration of the Sponsor Services, be it therefore

RESOLVED, that the following charges for Sponsor Services totaling \$ 1,884,713.94 for the College’s 2023–2024 fiscal year are hereby approved by the Board of Trustees:

Workman’s Compensation	\$ 975,243.09
Liability Insurance	509,578.39
Administrative Charges	380,549.00
Fleet services	<u>19,343.46</u>
TOTAL	\$1,884,713.94

RESOLUTION NO. 2024.49 – 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 \$2,762,693.06 for the month of April 2024 (*Attachment I*) is hereby approved by the Board of Trustees.

RESOLUTION NO. 2024.50 – Accepting a Federal Grant for the 2024–2025 Federal Work Study Program (FWSP)

WHEREAS, Suffolk County Community College has applied to participate in the Federal Work Study Program (FWSP) authorized under Part C of Title IV of the Higher Education Act of 1965 as amended by the Education Amendments, and

WHEREAS, the application has been approved in the amount of \$464,730, and

WHEREAS, the federal regulations allow the sum of \$75,000 or 10 percent of the allocation, whichever is less, to be set aside for the Job Locator & Development Program, and

WHEREAS, this federal grant must be matched by a 25 percent contribution, and

WHEREAS, amendments to the law became effective in October 1986 allowing five percent administrative expense allowance based on total student expenditures for FWSP, be it therefore

RESOLVED, that the Board of Trustees hereby accepts the total federal allotment of 2024–2025 Federal Work Study Program in the amount of \$464,730 and be it further

RESOLVED, that \$46,473 be set aside for Job Locator Program, with the College matching contribution of 20 percent to be provided by in-kind contributions, and be it further

RESOLVED, that the Federal Work Study Program’s five percent administrative allowance be charged against FWSP and deposited in the appropriate account, and be it further

RESOLVED, that the On-Campus Work Study Program shall continue to be matched by a 25 percent contribution by the College and that the Off-Campus Work Study Program be matched by a 25 percent contribution from the respective participating off-campus agencies, except for the Community Service Employment, and be it further

RESOLVED, that the off-campus agencies shall contribute their respective shares of Employer's FICA and Workmen's Compensation except for the Community Service Employment.

RESOLUTION NO. 2024.51 – Approving the Allocation of the 2024–2025 Federal Work Study Program (FWSP)

WHEREAS, Suffolk County Community College is composed of three campuses, and

WHEREAS, the Financial Aid Office on each campus offers financial assistance via the Federal Work Study Program, be it therefore

RESOLVED, that the following distribution of the 2024–2025 Federal Work Study funds by campus is hereby approved.

Original FWSP Federal Allocation	\$464,730
Less: Transfer to Job Locator Program	<u>-46,473</u>
Remaining CWSP Federal Allocation	\$418,257
Plus: 25% of Institutional Share of Student Wages	<u>+ 104,564</u>
Total FWSP Funds Available	\$522,821
Less: 5% Admin Expense Allowance of Campus Wages	<u>- 23,237</u>
 Total Student Wages Available	 \$499,585

Campus Wage Distribution of Federal College Work Study Allocation

Ammerman Campus	(44%)	\$219,817
Grant Campus	(42%)	\$209,826
Eastern Campus	(14%)	<u>\$ 69,972</u>
Total Campus Wage Distributions		\$499,585

RESOLUTION NO. 2024.52 – Accepting a Federal Supplemental Educational Opportunity Grant (FSEOG) for 2024–2025

WHEREAS, Suffolk County Community College has applied to participate in the Federal Supplemental Educational Opportunity Grant Program as authorized under Subpart 2, Part A of Title IV of the Higher Education Act of 1965, and as amended by the Education Amendments,

WHEREAS, the application has been approved in the amount of \$771,758, and

WHEREAS, amendments to the law became effective in October 1986 allowing a five percent administrative expense allowance based on total expenditures for FSEOG, be it therefore

RESOLVED, that the 2024–2025 Federal Supplemental Educational Opportunity Grant in the amount of \$771,758 be accepted, and be it further

RESOLVED, that the Federal Supplemental Educational Opportunity Grant allotment be deposited in the appropriate accounts, after reducing that allotment with five percent of FSEOG expenditures as administrative expense being charged to the FSEOG account.

RESOLUTION NO. 2024.53 – Approving the Allocation of the 2024–2025 Federal Supplemental Educational Opportunity Grant Program (FSEOG)

WHEREAS, Suffolk County Community College is composed of three campuses, and

WHEREAS, the Financial Aid Office on each campus offers financial assistance via the FSEOG program, be it therefore

RESOLVED, that the following distribution of the 2024–2025 FSEOG funds by campus is hereby approved.

Federal Supplemental Educational Opportunity Grants (FSEOG)

Federal SEOG Allocation	\$771,758
Less 5% Administrative Expense for Grants	\$-38,588
Remaining SEOG Allocation for Student Grant Disbursement	\$733,170

Campus Distribution of SEOG Grants

Ammerman Campus	(44%)	\$322,595
Grant Campus	(42%)	\$307,931
Eastern Campus	(14%)	\$102,644

Total of College Grants

\$733,170

President Bonahue noted the arrival of the County Clerk. Chair Murray moved to the swearing in of John Dolan as Trustee. Suffolk County Clerk Vincent Puleo swore in Trustee Dolan. After the signing of the oath of office, photos were taken. President Bonahue gave an overview of Mr. Dolan's resume. Trustee Dolan thanked everyone for their kinds words and noted that he was a proud graduate of the College as well and has a deep love for the College and will do his best to help recruit and spread the word of what a great opportunity it is to get a great education for a bargain price.

Chair Murray called for the Committee reports.

Trustee Pagdanganan reported for the Student Success Committee. The committee met on June 12, 2024. The JEDI Institute, held two professional development programs this week. JEDI stands for Justice, Equity, Diversity and Inclusion, and is a program that works in collaboration with the Faculty Association and College administration, inviting the college and community to learn about how to incorporate JEDI in their work. On June 10th, JEDI welcomed speakers, Randi Weingarten, President of the American Federation of Teachers; Melinda Person, President of New York State United Teachers; and Ricardo Nazario y Colón, the SUNY Senior Vice Chancellor for Diversity, Equity, and Inclusion and Chief Diversity Officer, to offer some advice, inspiration and importance of incorporating the principles of equity in our work. Past participants of JEDI were highlighted and shared their projects and techniques of incorporating equity in their work. Another highly anticipated update was the Financial Aid program. The Financial Aid system is now working more smoothly. Our campus financial aid departments have started packaging approximately 7300 financial aid applications, of which 4300 have been processed. Staff are working on outreach with the remaining students to get their financial information completed and have them ready for the fall semester.

Trustee Canary reported for the Governance committee. The committee met on June 17th. General Counsel Ashley Pope discussed the comprehensive policy review of all policies previously adopted by the Board of Trustees or approved at the Cabinet level with a goal of standardizing format, updating substantive content where needed, and recommending rescission of policies which are no longer needed. At this time, five policies have been identified to be rescinded. GC Pope reviewed each of these policies, explaining why they were outdated, and where some had been superseded by a new policy. The Committee agreed with GC Pope's recommendations, and a formal resolution rescinding the policies will be provided at the August 15, 2024 meeting for the Board's consideration.

VP Azzam-Gomez provided an update on efforts to replace the BOT portal. VP Azzam-Gomez explained that the document management system currently used in the BOT portal will no longer be supported after December 2024 and that is why we are looking for a new platform for the Trustees to utilize. VP Azzam-Gomez then gave a demo for the Committee of the proposed replacement platform, explaining that benefits of this platform include upgraded security with the multi-factor authentication. ITS will work with the Trustees during the conversion to the new platform.

The Committee then discussed the three responses to the RFQ for Legal Services for the Board of Trustees in the event of a conflict with the College's Office of Legal Affairs providing legal counsel to the Board. The Committee unanimously recommended moving forward with one of the responders. This candidate firm will be notified, and a formal resolution for the Board's consideration will be included on the August meeting agenda. The goal is to have the contract in place by September 1, 2024. The next Governance Committee meeting will be August 12th. Agenda items will be identified prior to the next meeting.

President Bonahue noted that Trustee Zarate was not present to give the Advocacy Committee update. However, he wanted to thank all the trustees that made calls, sent notes or written OP Ed pieces and attended meetings for the State or County partners, especially at the end of the state legislative session. He added that Trustee Zarate is setting up some follow-up appointments with assembly members and senators from Suffolk County. He will keep the Board apprised as those are scheduled. Last week, the Presidents heard a presentation from NYCCT, the statewide trustee's association for community colleges. The group would like to hit the ground running in the Fall for advocacy efforts related both to increasing financial support for base support for two-year colleges and for other policy issues important to trustees statewide.

Trustee Pagdanganan reported for the Foundation. The Foundation's 40th Anniversary Golf Classic met with tremendous success as it exceeded income goals and raised approximately \$60,000 for student scholarships. Ninety golfers and fifty guests attended the event, honoring New York Blood & Cancer Specialists and Suffolk alumnus Dr. Jeffrey Vacirca. The evening program featured remarks by New York Blood and Cancer Specialists' student fellow and class of 2024 graduate, Peter Velez, who shared the impact the fellowship made on his academic and personal success. The Lifetime Learning Council at Peconic Landing in Greenport, has renewed their \$2,000 annual scholarship supporting eligible non-traditional students enrolled on the Eastern Campus. The New York State Troopers Memorial Fund has again provided a \$2,000 annual gift to support the Trooper Jose Rosado Memorial Scholarship. Trooper Rosado, an alumnus, was killed in a two-car accident while on patrol. The prevalence of homelessness among college students remains under discussion. Evidence suggests a significant number of students struggle to meet basic needs and housing instability can have devastating consequences for academic performance. With generous support from an anonymous donor, the Foundation has established a new Housing Insecurities Hardship Fund for students experiencing housing challenges.

Student Trustee Portillo reported for the Association Liaison from the Board of Trustees. The Student Association BOD met on May 29, 2024. Minutes from the April 24th meeting were approved and the financial report as of April 30th was presented. All department budgets are trending positive other than the Peconic Cafe, and they are still watching the deficit of the Peconic Café. The Café is closed until August, so the only expense coming from this is the manager's pay. The Association is still reviewing and editing the by-laws, and is also working on meeting dates for the upcoming year, resolutions for the budget for the June meeting and consulting with the legal department. Discussion was had regarding the Peconic Café and it running at a deficit, but how important it was to provide this service to students, and to English language learners who use the café on weekends.

Student Trustee Portillo also reported as the Student Trustee. Since this was her last meeting as Student Trustee she said she did not have a report but wanted to share some words of gratitude to the board. She said her two years here at the College have been great and having had the privilege and honor to serve as a student trustee for the past year has taught her many things and has allowed her to grow as an individual. She added that her journey at the College opened many opportunities for her that she would have never imagined and although this chapter of her life is closing, she will never forget where she started. She gave a special thanks to Vice President of Student Affairs, Dr. Patty Munch, and to Board of Trustees for welcoming her with open arms and kindness.

Chair Murray then presented Student Trustee Portillo with an award in recognition of her service as student trustee to the College. Pictures were taken, President Bonahue, Chair Murray and the members of the trustees thanked Student Trustee Portillo, they shared their appreciation for her dedication and service to the College and wished her well in her future endeavors.

Chair Murray moved to the Chair's report. Chair Murray encouraged the new trustees to think about the committees they'd like to serve on. He reviewed each sub-committee, the work they do, and which ones have vacancies.

Chair Murray then moved to the election of Board officers. The new slate of officers for 2024-2025 are Trustee Coverdale as Chair, Trustee Canary 1st Vice Chair, Trustee deLeon-Lopresti 2nd Vice Chair and Trustee O'Connor as secretary.

Chair Murray called for a motion to approve the new slate of officers for 2024-2025 academic year. Trustee Bost so moved, Trustee Pagdanganan seconded. The motion for the new slate of officers for 2024-2025 was approved unanimously.

Chair Murray moved to the President's report. President Bonahue welcomed Trustee Dolan to the Board and thanked him for volunteering his time and expertise. He announced that in July he anticipates there would be an orientation for all of the new trustees.

President Bonahue began his report with an update on enrollment. I passed down just a summary of where we stand today. Summer term enrollment continues to be up between 3 and 4% depending on head count or FTE. The College is hitting its 2% goal as it moves toward the second summer session. The College continues to encourage the students who have not paid yet to pay for their seats to avoid being deregistered. Looking ahead to Fall semester, as of today, the College enrollment is up about 1% on a year over year basis. He noted they updated the goals for Fall enrollment to account for growth that we want to see in headcount and FTE, which is what the College will be working on in the next two months. In the Fall of 2023, the College successfully met its goal for 2% enrollment growth in FTE. However, growth in headcount was lower than the 2%, it may be possible to see that disparity continue as more full-time students enroll at the College. We may see headcount is not as robust as the overall full-time students, which measures all classes taken by all students.

In regards to Financial Aid, the College has made a lot of progress since last month with the FAFSA rollout and making Financial Aid awards. The number of financial aid applications received picked up in recent weeks, and the College is climbing back up to where the number of applications should be. The pace of packaging of awards has picked up and the College has now packaged thousands of awards, whereas in May, it had only packaged a few hundred awards, now we've packaged thousands. The College is also implementing an outreach process to all students who have done a financial aid application but have not enrolled. The marketing is done via text message, email, social media directed toward their IP address, as well as reminder postcard to their home address trying to get parents attention as well.

There will be more activity related to Middle States reaffirmation of accreditation in the Fall. The major activities for the Fall semester will include identifying three to four themes and priorities intended to undergird the self-study. The entire leadership team needs to attend a self-study institute sponsored by Middle States. In Spring of 2025, the College will start work on the reaccreditation self-study and have the first visit from the Middle States liaison to help the College plan for the site visit in the following year.

In regards to the financial report, President Bonahue reaffirmed as was reported by VP Gorton the College is still on track to cut the use of fund balance this fiscal year over the summer and is working to consolidate operations in fewer buildings and reduce energy usage. Since the last meeting, the College received the County's analysis of the operating budget and it confirms the County Executive's support of the budget as presented. On June 25th, President Bonahue, VP Gorton and Ben Zwirn, will be at the meeting of the full legislature where the College's budget is on the agenda for final approval as well as an appropriating resolution for infrastructure capital projects, which will allow the College to get to work this summer on some major infrastructure needs.

President Bonahue stated as was mentioned, on June 10th, the JEDI institute welcomed speakers, including Randi Weingarten, President of the American Federation of Teachers on campus. He said it was a wonderful experience that the College planned in partnership with the Faculty Association to celebrate the Jedi institute. He has also received the preliminary recommendations from equity council in areas where the College can take to improve in three important areas, climate on campus, student success and representation among employees.

The College had its first ever Juneteenth celebration on June 18th on the Grant campus. It was a great learning opportunity for the whole college community, with presentations from students, faculty and staff. Many of the College's community partners attended, including Legislator Jason Richburg.

Trustee O'Connor mentioned that over the last several weeks he attended events for organizations such as United Way and Island Harvest. During the United Way event, they showed a video highlighting two of the people that were trained through programs that they are running. Part of their growth of the organizations is providing training. As a trustee of a community college he asked himself why these other organizations provided the training and it would seem it would be a good partnership for the College.

President Bonahue agreed and said the College actually does provide some of the training for Island Harvest. Island Harvest contracts with the College to provide some of the training for their clients, especially in the area of workplace skills. He noted the United Way has been such a successful organization and has been in the training business for a long time. The United Way makes available some nursing scholarships for the College's students and he has asked them how we could partner on different kinds of training opportunities for students. They are open to it, they just have to find the right opportunity.

Chair Murray called for Roundtable. At which point Chair Murray did a ceremonial passing of the gavel to newly elected Chair Coverdale. Pictures were taken and a standing ovation was given to Chair Murray for his exemplary and steady leadership of service as Chairman of the Board.

Chair Murray requested a motion to enter into Executive Session, to discuss proposed pending or current litigation, and to seek/receive legal advice, which is made confidential by law. Trustee Pagdanganan so moved, Trustee Dolan seconded. The motion to enter into Executive Session was approved unanimously.

With no further business to be conducted after Executive Session, the meeting was adjourned at 5:03 p.m.

The Board of Trustees next meeting is August 15, 2024 at 9:00 a.m. in the Alumni room of the Brookhaven Gymnasium on the Ammerman Campus, Selden, New York.

Respectfully submitted,
Gordon Canary
Secretary