

NASSAU COMMUNITY COLLEGE
Garden City, New York

BOARD OF TRUSTEES' MINUTES

Meeting of March 21, 2017

The six hundred fifth meeting of the Board of Trustees was held on Tuesday, March 21, 2017 on the eleventh floor of the Administrative Tower.

The meeting was called to order by Chair Gardyn at 6:25 p.m. followed by a salute to the flag.

Present: Jorge L. Gardyn, Chair
Kathy Weiss, Vice Chair
Edward W. Powers, Secretary;
Anthony W. Cornachio, John A. DeGrace, Linda H. Green
Wanda H. Jackson, Donna M. Tuman, Michael Hilt, Student Trustee.

Also in attendance: President Keen

Chair Gardyn requested a motion that pursuant to Section 105 of the Open Meetings Law of the State of New York, the Board of Trustees shall enter Executive Session for the following purposes: 1) to discuss matters relating to negotiations involving the Nassau Community College Administrators Association; 2) to discuss matters relating to negotiations involving the NCCFT; and 3) of reviewing 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. Trustee Green moved the motion; seconded by Trustee Tuman. Motion carried 9-0.

Chair Gardyn resumed the open meeting at 7:32 p.m. followed by a salute to the flag.

Present: Jorge L. Gardyn, Chair
Kathy Weiss, Vice Chair
Edward W. Powers, Secretary;
Anthony W. Cornachio, John A. DeGrace, Linda H. Green
Wanda H. Jackson, Edward W. Powers, Donna M. Tuman, Michael Hilt, Student Trustee.

Also in attendance: President Keen

Approval of Minutes

Chair Gardyn requested a motion to approve the minutes of January 10, 2017. Trustee Weiss moved the motion; seconded by Trustee Green. Motion carried 6-0-3.

Chair Gardyn requested a motion to approve the minutes of February 14, 2017. Trustee Cornachio moved the motion; seconded by Trustee Tuman. Motion carried 7-0-2.

1. Trustee Tuman introduced the following resolution:

RESOLVED, THAT THE RENTAL FEE BE WAIVED FOR THE USE OF THE NASSAU COMMUNITY COLLEGE MULTIPURPOSE ROOM AND ROOMS 251, and 252/253 IN THE COLLEGE CENTER BUILDING FOR THE PURPOSES OF A "JOB FAIR & CAREER

OPPORTUNITIES” SPONSORED BY COUNTY LEGISLATOR KEVAN ABRAHAMS ON JUNE 20, 2017 FROM 10:00 A.M. TO 3:00 P.M. AND BE IT

FURTHER RESOLVED, THAT ALL ASSOCIATED PERSONNEL AND MAINTENANCE COSTS WILL BE BORNE BY THE USER.

Chair Gardyn requested a motion to consider this item. Trustee Weiss moved the motion; seconded by Trustee Jackson. Motion carried 9-0.

Chair Gardyn made a motion under Article VIII section C(6) of the Rules of Procedure to allow for the consideration of an item that does not appear on the Calendar. Trustee Weiss seconded the motion. Motion carried 9-0.

2. Trustee DeGrace introduced the following resolution:

RESOLVED, THAT THE NASSAU COMMUNITY COLLEGE BOARD OF TRUSTEES APPROVES THE PENDING COLLEGE PROCUREMENT AGREEMENT FOR BARBIZON LIGHTING COMPANY IN THE AMOUNT OF \$96,190.00 AS REQUESTED BY INTERIM VP COLLINS OF ACADEMIC AFFAIR. (FUNDING SOURCE: PERKINS GRANT AND TECHNOLOGY FUNDS)

Chair Gardyn requested a motion to consider this item. Trustee Weiss moved the motion; seconded by Trustee Hilt. Motion carried 9-0.

3. Trustee Jackson introduced the following resolution:

RESOLVED, THAT PURSUANT TO THE TERMS OF THE COLLECTIVE BARGAINING AGREEMENT WITH THE NASSAU COMMUNITY COLLEGE FEDERATION OF TEACHERS, AND UPON THE RECOMMENDATION OF THE COLLEGE-WIDE PROMOTION AND TENURE COMMITTEE AND THE COLLEGE ADMINISTRATION, THE FACULTY MEMBERS NAMED HEREIN ARE HEREBY GRANTED PROMOTION AND/OR TENURE AT NASSAU COMMUNITY COLLEGE EFFECTIVE SEPTEMBER 1, 2017.

Tenure & Promotion to Assistant Professor

<u>Name</u>	<u>Department</u>
Emanuel Boussios	Soc/Ant/Social Work
Laurence Carlin	Allied Health Sciences
Kevin Costa	Allied Health Sciences
Anna Feuerbach	Soc/Ant/Social Work
James Gilmartin	Allied Health Sciences
Kelly Gilpin	Reading/Basic Education
Ida Klikovac	MAT/CSC/ITE
Joseph Pilaro	English
Michael Rose	MAT/CSC/ITE
Vondora Wilson-Corzen	Soc/Ant/Social Work
Richardo Zarco, Jr.	Allied Health Sciences

Promotion to Administrative Assistant II

<u>Name</u>	<u>Department</u>
Deneen Cook	Information Technology Services

Tenure and Promotion to Administrative Assistant II

<u>Name</u>	<u>Department</u>
Andrea Warmbrand	Financial Aid

Promotion to Administrative Assistant IV

<u>Name</u>	<u>Department</u>
Theresa Williams	Admissions

Promotion to Administrative Assistant III

<u>Name</u>	<u>Department</u>
Daniel Maldonado	Admissions
Lisa Narvas	Financial Aid
Thomas O'Beirne	Admissions

Tenure and Promotion to Technical Assistant II

<u>Name</u>	<u>Department</u>
Savelios Aslandis	Nursing
Judith Rosado	Math/Stat/Comp Processing

Promotion to Technical Assistant III

<u>Name</u>	<u>Department</u>
Dawn Smith	Student Personnel Services

Promotion to Technical Assistant IV

<u>Name</u>	<u>Department</u>
Catherine Vanek	Student Personnel Services

Promotion to Technologist III

<u>Name</u>	<u>Department</u>
Sooja Chung	Inst. Effectiveness & Strategic Planning
Frederick Intiso	Information Technology Services
Paul Pilipshen	Information Technology Services

Reclassification as Technologist

<u>Name</u>	<u>Department</u>
Savelios Aslandis	Nursing
Armen Baderian	MAT/CSC/ITE
Deneen Cook	Information Technology Services
Edward Hom	MAT/CSC/ITE
Xiaomeng Kong	MAT/CSC/ITE
Paul Kreinbihl	MAT/CSC/ITE

Chair Gardyn requested a motion to consider this item. Trustee Weiss moved the motion; seconded by Trustee Powers. Motion carried 9-0.

4. Discussion - First Read of Section 7000 Facilities

Trustee DeGrace introduced Section 7000 Facilities: Policy 7100 Use of College Facilities; Policy 7110 Key Control; Policy 7200 Visitors to the College; Policy 7300 Emergency Closings; Policy 7400 Display of Flag; Policy 7600 Disposal of Property; and Policy 7800 Green Cleaning for discussion. Chair Gardyn asked the Board if they had any comments or concerns regarding Section 7000. Trustee Weiss stated the policies were discussed at length in committee and they're ready for adoption at the next Board meeting.

5. Discussion - Second Read of Section 6000 Finance and Repeal of Current Finance Policies

Trustee DeGrace introduced Section 6000: Policy 6100 Detecting and Reporting Fraud, Policy 6200 Travel, Policy 6300 Minimum Fund Balance, Policy 6310 Petty Cash Fund, Policy 6400 Grants, Policy 6600 Capitalization, Policy 6700 Investments, Policy 6800 Procurement and Policy 6900 Tuition and Fees. He also mentioned the repealing of current Finance policies: Sarbanes-Oxley Act; Travel; Minimum Fund Balance; Petty Cash Fund; Investment; and Procurement Policies & Procedures for discussion. Chair Gardyn state that this is the second read of Section 6000 and asked the Board if they had any comments or concerns. Trustee Weiss stated the policies were discussed at length in committee and they're ready for adoption.

6. Discussion - First Read of Amending Policy 1300

Trustee DeGrace introduced Policy 1300 Formulation, Adoption and Amendment of Policies for amendment. Chair Gardyn asked the Board if they had any comments or concerns. Trustee Weiss explained that the policy is being amended due to a one word change, from "*may*" to "*shall*". She added the policy is scheduled for a second read at the April Board meeting.

Chair Gardyn made a motion under Article VIII section C(6) of the Rules of Procedure to allow for the consideration of nine items that did not appear on the Calendar. Trustee Jackson seconded the motion. Motion carried 9-0.

7. Trustee Weiss introduced the following resolution:

RESOLVED, THAT UPON THE RECOMMENDATION OF THE POLICY & PLANNING COMMITTEE AT ITS MEETING OF FEBRUARY 14, 2017, FOLLOWING BY TWO READINGS OF THE POLICY BY THE BOARD OF TRUSTEES AND PUBLIC DISCUSSION, THE BOARD OF TRUSTEES OF NASSAU COMMUNITY COLLEGE ADOPTS POLICY 6100 DETECTING AND REPORTING FRAUD AND THAT THE SAME BE SUBSEQUENTLY INCORPORATED INTO THE POLICY MANUAL OF THE BOARD OF TRUSTEES OF NASSAU COMMUNITY COLLEGE.

Chair Gardyn requested a motion to consider this item. Trustee DeGrace moved the motion; seconded by Trustee Hilt. Trustee DeGrace then made a motion to amend Policy 6100 Detecting and Reporting Fraud due to changes brought forth by the Policy and Planning Committee at its February 14, 2017 meeting. Trustee Tuman seconded the motion to amend. Chair Gardyn made a request for discussion; being none, Chair Gardyn requested a motion to approve Policy 6100 Detecting and Reporting Fraud as amended; seconded by Trustee Tuman. Motion carried 8-0-1 (Weiss).

8. Trustee Green introduced the following resolution:

RESOLVED, THAT UPON THE RECOMMENDATION OF THE POLICY & PLANNING COMMITTEE AT ITS MEETING OF FEBRUARY 14, 2017, FOLLOWING BY TWO READINGS OF THE POLICY BY THE BOARD OF TRUSTEES AND PUBLIC DISCUSSION, THE BOARD OF TRUSTEES OF NASSAU COMMUNITY COLLEGE ADOPTS POLICY 6200 TRAVEL AND THAT THE SAME BE SUBSEQUENTLY INCORPORATED INTO THE POLICY MANUAL OF THE BOARD OF TRUSTEES OF NASSAU COMMUNITY COLLEGE.

Chair Gardyn requested a motion to consider this item. Trustee Weiss moved the motion; seconded by Trustee Jackson. Motion carried 9-0.

9. Trustee Hilt introduced the following resolution:

RESOLVED, THAT UPON THE RECOMMENDATION OF THE POLICY & PLANNING COMMITTEE AT ITS MEETING OF FEBRUARY 14, 2017, FOLLOWING BY TWO READINGS OF THE POLICY BY THE BOARD OF TRUSTEES AND PUBLIC DISCUSSION, THE BOARD OF TRUSTEES OF NASSAU COMMUNITY COLLEGE ADOPTS POLICY 6300 MINIMUM FUND BALANCE AND THAT THE SAME BE SUBSEQUENTLY INCORPORATED INTO THE POLICY MANUAL OF THE BOARD OF TRUSTEES OF NASSAU COMMUNITY COLLEGE.

Chair Gardyn requested a motion to consider this item. Trustee Weiss moved the motion; seconded by Trustee Tuman. Motion carried 9-0.

10. Trustee Tuman introduced the following resolution:

RESOLVED, THAT UPON THE RECOMMENDATION OF THE POLICY & PLANNING COMMITTEE AT ITS MEETING OF FEBRUARY 14, 2017, FOLLOWING BY TWO READINGS OF THE POLICY BY THE BOARD OF TRUSTEES AND PUBLIC DISCUSSION, THE BOARD OF TRUSTEES OF NASSAU COMMUNITY COLLEGE ADOPTS POLICY 6310 PETTY CASH FUND AND THAT THE SAME BE SUBSEQUENTLY INCORPORATED INTO THE POLICY MANUAL OF THE BOARD OF TRUSTEES OF NASSAU COMMUNITY COLLEGE.

Chair Gardyn requested a motion to consider this item. Trustee Green moved the motion; seconded by Trustee Jackson. Motion carried 9-0.

11. Trustee Green introduced the following resolution:

RESOLVED, THAT UPON THE RECOMMENDATION OF THE POLICY & PLANNING COMMITTEE AT ITS MEETING OF FEBRUARY 14, 2017, FOLLOWING BY TWO READINGS OF THE POLICY BY THE BOARD OF TRUSTEES AND PUBLIC DISCUSSION, THE BOARD OF TRUSTEES OF NASSAU COMMUNITY COLLEGE ADOPTS POLICY 6600 CAPITALIZATION AND THAT THE SAME BE SUBSEQUENTLY INCORPORATED INTO THE POLICY MANUAL OF THE BOARD OF TRUSTEES OF NASSAU COMMUNITY COLLEGE.

Chair Gardyn requested a motion to consider this item. Trustee Green moved the motion; seconded by Trustee Cornachio. Motion carried 9-0.

12. Trustee Powers introduced the following resolution:

RESOLVED, THAT UPON THE RECOMMENDATION OF THE POLICY & PLANNING COMMITTEE AT ITS MEETING OF FEBRUARY 14, 2017, FOLLOWING BY TWO READINGS OF THE POLICY BY THE BOARD OF TRUSTEES AND PUBLIC DISCUSSION, THE BOARD OF TRUSTEES OF NASSAU COMMUNITY COLLEGE ADOPTS POLICY 6700 INVESTMENTS AND THAT THE SAME BE SUBSEQUENTLY INCORPORATED INTO THE POLICY MANUAL OF THE BOARD OF TRUSTEES OF NASSAU COMMUNITY COLLEGE.

Chair Gardyn requested a motion to consider this item. Trustee Weiss moved the motion; seconded by Trustee Tuman. Motion carried 9-0.

13. Trustee Cornachio introduced the following resolution:

RESOLVED, THAT UPON THE RECOMMENDATION OF THE POLICY & PLANNING COMMITTEE AT ITS MEETING OF FEBRUARY 14, 2017, FOLLOWING BY TWO READINGS OF THE POLICY BY THE BOARD OF TRUSTEES AND PUBLIC DISCUSSION, THE BOARD OF TRUSTEES OF NASSAU COMMUNITY COLLEGE ADOPTS POLICY 6800 PROCUREMENT AND THAT THE SAME BE SUBSEQUENTLY INCORPORATED INTO THE POLICY MANUAL OF THE BOARD OF TRUSTEES OF NASSAU COMMUNITY COLLEGE.

Chair Gardyn requested a motion to consider this item. Trustee Powers moved the motion; seconded by Trustee Hilt. Motion carried 9-0.

14. Trustee Hilt introduced the following resolution:

RESOLVED, THAT UPON THE RECOMMENDATION OF THE POLICY & PLANNING COMMITTEE AT ITS MEETING OF FEBRUARY 14, 2017, FOLLOWING BY TWO READINGS OF THE POLICY BY THE BOARD OF TRUSTEES AND PUBLIC DISCUSSION, THE BOARD OF TRUSTEES OF NASSAU COMMUNITY COLLEGE ADOPTS POLICY 6900 TUITION AND FEES AND THAT THE SAME BE SUBSEQUENTLY INCORPORATED INTO THE POLICY MANUAL OF THE BOARD OF TRUSTEES OF NASSAU COMMUNITY COLLEGE.

Chair Gardyn requested a motion to consider this item. Trustee Weiss moved the motion; seconded by Trustee Tuman. Motion carried 9-0.

15. Trustee DeGrace introduced the following resolution:

RESOLVED, THAT THE POLICY & PLANNING COMMITTEE AT ITS MEETING OF FEBRUARY 14, 2017 RECOMMENDED THAT THE FOLLOWING CURRENT FINANCE POLICIES, STATEMENTS AND RESOLUTIONS BE REPEALED BY THE BOARD AFTER THE SECOND READING BY THE BOARD OF TRUSTEES: 1) STATEMENT WITH RESPECT TO THE SARBANES-OXLEY ACT OF 2002 APPROVED BY BOT ON SEPTEMBER 14, 2004: RESOLUTION #04/05-06 AND AMENDED BY BOT ON FEBRUARY 16, 2006: RESOLUTION #05/6-66; 2) TRAVEL POLICY APPROVED BY THE BOT ON FEBRUARY 8, 2012: RESOLUTION #11/12-29 AND AMENDED BY THE FINANCE DEPARTMENT ON JANUARY 21, 2014; 3) MINIMUM FUND BALANCE APPROVED BY BOT ON NOVEMBER 10, 2008: RESOLUTION #08/09-61 AND AMENDED BY BOT ON MAY 12, 2009: RESOLUTION #08/09-122; 4) PETTY CASH FUND APPROVED BY BOT ON SEPTEMBER 14, 1977: RESOLUTION 77-565 AND AMENDED BY BOT ON OCTOBER 10, 1989: RESOLUTION #89/90-

24; 5) INVESTMENT POLICY APPROVED BY THE BOT ON MARCH 10, 2009: RESOLUTION #08/09-99 AND AMENDED BY THE BOT ON OCTOBER 10, 2012: RESOLUTION #12/13-14; AND 6) PROCUREMENT POLICY AND PROCEDURES: ADOPTED BY THE BOARD ON APRIL 9, 1980: RESOLUTION #80/81-296 AND AMENDED BY THE BOT ON MARCH 18, 2014: RESOLUTION #13/14-49.

Chair Gardyn requested a motion to consider this item. Trustee Powers moved the motion; seconded by Trustee Tuman. Motion carried 9-0.

President Keen reported on the following items:

1. College Budget: There is deep concern for our financial outlook. The administration is utilizing all avenues to advocate for needed aid from our elected officials. The modest increment in the Assembly's and Senate's budget proposal is not at a level of assistance to sustain the College as we would desire for the 2017-2018 fiscal year. College representatives met with elected officials on March 10. He is grateful to Chair Gardyn for having clearly and forcefully addressed this imperative with them. On March 20, a second letter was sent to regional officials who are in the process of planning the State budget, as we continue our push to procure additional funding. He thanked in particular Kate Murray, Media and Governmental Relations, for her dedicated efforts to enlist the support of our Legislators.
2. Calendar: The class cancellation on Tuesday, March 14 due to inclement weather will be rescheduled, as the Spring calendar has more flexibility to make accommodations than the Fall. Future academic year calendars are being prepared.
3. Program Submittals: AOS degree in Culinary Arts and the Nursing AS to BS degree have been sent to SUNY for approval and then submitted to the State Education Department for authorization in time for the Fall 2017 semester.
4. Institutional Planning: Progress has been made not only on fulfillment of the Middle States Standards but on the related Institutional Planning Committee's draft of a Strategic Plan, which, through admirable work and commitment, should be completed by the end of this Spring term. He commended VP Collins and Prof. Lupino for their leadership on this project. He added that the faculty, Department Chairs and Academic Deans are also working hard to complete for the report to Middle States by September 15 the demanding Learning Outcomes Assessment, which addresses the deficiency in Standard 14.
5. Student Recognition: He recognized three (3) instances on how wonderfully NCC students perform under the guidance of faculty. These impressive student achievements are worthy of recognition.
 - a. Eleven(11) of our students are recipients of the 2017 Chancellor's Award for Student Excellence, to be presented at a ceremony in Albany on April 5 for which he will be joining them. Congratulations to Christian Bossio, Lucy Donahue, Catherine Hernandez, Mia Jensen, Jaslin Kaur, Nicole Lichtman, Roosevelt Moring, Melissa O'Brien, Decia Roach, Donnamarie Serio and Rohandeep Singh.
 - b. The NCC Speech, Debate and Acting Team have repeatedly excelled. At the District VII Qualifiers at Cornell University in Ithaca, NY on the March 3-4 weekend, not only did this group earn a spot to participate in Nassau's 16th Phi Rho Pi National Community College Tournament, but, for the first time in the College's history, qualified for the 2017 American Forensic Association-National Individual Events Tournament, a feat mostly reserved for four-year institutions. Congratulations to four (4) outstanding students: Natalya Degrasse, Jaslin Kaur, Sandra Riano and Therese Russell.

- c. The Men's Basketball Team won the 2016-2017 Region XV Division III Championship on March 5. Congratulations to Coach A.J. Wynder and the team: Brandon Acree, Ty-Ler Banks, Kyle Catanzano, Kevon Chambers, Jordan Curtis, Dana King, Cheyenne Nettleton, Joseph Nicolas, Michael Taitt, Yancy Ulysse, Terrell Williams, Charles Wingate, and Yusuf Young.

Chair Gardyn read the following statement on Behalf of the Board of Trustees:

The impending date directed by the Middle States Commission for the College's submission of its next progress report raises a concern respecting timely compliance with certain accreditation standards. The faculty will shortly conclude its Spring semester; the report is due by September 15th. The Board of Trustees is concerned that the pace of work on Accreditation Standards 4 and 5 may not enable the College to receive full accreditation by the end of this calendar year. Hence, we have directed the President to report at the April meeting of the Board on the status of efforts to comply and to articulate to the Board the deficiencies in completion of the necessary work for timely compliance. If necessary to achieve compliance with Standards 4 and 5, the President has been directed to advise the Board on appropriate Board resolutions to ensure full compliance with these Middle States' Standards for Accreditation.

Speakers

Frank Frisenda, NCCFT President, stated that Dr. Keen has presented the NCCFT leadership with a dire situation and an ambitious agenda for the rest of the semester to effectively address the change of governance. At their last meeting on the prior Thursday Dr. Keen made clear that he would like something prepared to submit to the Academic Senate in April for vote in May. Prof. Frisenda is confident that they will reach agreement to bring the College into compliance with the Middle States Standards before the end of the semester. He appreciates the honest discussion with Dr. Keen and Cabinet, which has given him a new understanding of administrative concerns.

Dr. Paul Rosa, 2nd Vice Chair, Academic Senate, stated that the Academic Senate Executives are working hard to meet Middle States accreditation. On February 14 the Academic Senate passed a resolution requesting changes in Policy 1300 which would clarify the legal rights of the faculty through the Academic Senate to formulate curriculum. Dr. Rosa hoped that the changes specified by Senate vote would be respected, and for which Dr. Keen had indicated he would advocate, the only adjustment utilized has been the replacement of the original word "may" with "shall", so that "curriculum *shall* be recommended by faculty". He asserted that two issues have become clear through these actions. 1) Policy 1300 is undermining the governance process. 2) This initial effort at revision, with Policies 1200 and 1300, illustrates the form that shared governance will take at the College – the Senate will pass its resolutions and these policies will then meet one of three fates: passed on whole to the Board; be ignored; or be dismembered in whatever manner the President sees fit.

Christopher Merlo, Secretary, Academic Senate, reminded the Trustees that a couple years ago he had warned them of potential trouble with Middle States. He mentioned that the Academic Senate Executive Committee (ASEC) issued an email highlighting its accomplishments since September 2016, however, Prof. Merlo feels there are two important items that the ASEC was not able to resolve because they were not presented to the ASEC or the faculty at large as the shared governance body: the SUNY PIP (Performance Improvement Plan) report and the narrative in the Middle States self-study that discusses the Academic Senate. These exclusions, which reflect directly on the deficiencies identified in Standards 4 and 5, are the only two documents that criticize the Academic Senate – falsely, in his opinion – and which spurred the Middle States mistaken impression. NCC does not have any problems with shared governance now that it

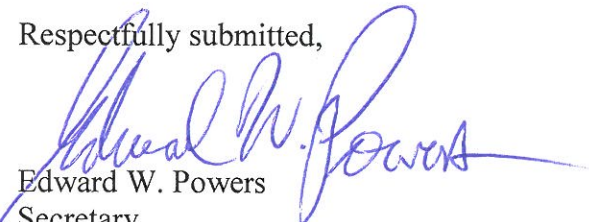
has effective leadership. He trusts that the Board would not want to be associated with the closure of the College for failure to comply with Standards 4 and 5. In his opinion the problem is not shared governance, but rather how it has not been utilized appropriately. He further stated that Middle States has not requested any change in the shared governance system, but instead to review how it is being applied. The system had been effective for a long time under strong leadership, and, with strong leadership currently in place again, shared governance can protect all of us to keep our College thriving for another hundred years.

Chair Gardyn announced the next Capital and Finance BOT Committee meeting is scheduled for Tuesday, April 18, 2017 at 5:00 p.m. followed by the Full Board meeting. The Board will open the public session between 6:15 and 6:30 p.m. and resume the public session approximately 7:30 p.m.

Chair Gardyn requested a motion to adjourn the meeting. Trustee Weiss moved the motion; seconded by Trustee Cornachio. Motion carried 9-0.

Meeting adjourned at 8:02 p.m.

Respectfully submitted,


Edward W. Powers
Secretary