

MINUTES OF THE ORANGE COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES  
MEETING HELD ON MONDAY, NOVEMBER 8, 2004, AT 7:00 PM IN THE MUSIC ROOM,  
MORRISION HALL, FIRST FLOOR

Present: R. Ginton, J. Wolfe, B. Hodge, A. Anthonisen, S. Hunter, J. McMahon  
K. Sincerbox  
Absent: H. Gareiss, D. Mirro

**I. CALL TO ORDER**

-At 7:00 pm Chairwoman Roberta Ginton called the meeting to order and noted a quorum was present. Chairwoman Ginton is honored to serve as the new chair, especially since she graduated 40 years ago. She thanked past Chairman Gareiss for his outstanding service to the Board.

**II. CONSENT AGENDA**

A motion was made to approve Consent Agenda  
Items A and F.

Wolfe/McMahon  
Unanimous

A. Approved the Minutes from the regular meeting held on Monday, 10/18/04 as presented.

B. Approved the petty cash report for September 2004 in the amount of \$37.59.

C. Approved Staff and Chair Appointments for AY 2004-05:

<u>Name</u>	<u>Discipline</u>	<u>Effective</u>
Elizabeth Bushey	Coordinator of Alumni and Public Relations, Grade 2	9/1/04

D. Approved Department Chair Appointment for AY 2004-05:

<u>Name</u>	<u>Discipline</u>	<u>Effective</u>
Linda Connolly	Assistant Department Chair, Department of Nursing	AY 2004-05

E. Approved the faculty retirement for Dr. Larry Litchfield, Associate Professor – Political Science and History effective 12/21/04. The status of Professor Emeritus was also granted for his 23 years of dedicated service to the College.

F. Approved the Resolution for Change in Manual Check Signature Threshold from \$2,000 to \$5,000.

**III. PRESIDENT'S REPORT - None**

**IV. REPORT OF THE COLLEGE GOVERNANCE SYSTEM**

Professor Dr. James Lynch, president of the College Governance System reported on the following item:

- Some controversy on campus centers on the Academic Master Plan. Two full College Assemblies have been devoted to discussion of the Academic Master Plan. At the 10/25 Assembly, questions were raised about the openness of the process by which the Academic Master Plan was arrived at; some confusions in the plan were articulated by several faculty members; the timing of the process

- was also questioned; the relationship between the College's to-be-formulated Academic Mission Statement and the Academic Master Plan proved troublesome; the need for further data to be collected was pointed out; and deadlines were debated.
- Serious reservations were expressed about how this plan would impact people's careers at the College.
  - A motion was passed that "The College Assembly has no confidence in the accuracy of the new program assessment process" nor in the conclusions drawn based on the process and that "the deadlines associated with the process should be rescinded until the process has been revised and had the support of the College Assembly."
  - At the September Assembly, President Richards acknowledged that there was some need for more thoughtful input and greater inclusiveness in the process of developing the Academic Master Plan.
  - Opinions will be sought from all quarters, especially at the department division levels, so that the whole College Community can get behind the Academic Master Plan.
  - A motion was made and passed "To suspend the Academic Master Plan's program assessment process until we formulate the Academic Mission Statement and five-year goals and objectives, with the understanding that the program assessment process be revisited and revised as necessary after the development of the Academic Mission Statement and its five-year goals and objectives."
  - The Academic Master Plan Committee and the Executive Committee of Governance will work together to devise a plan for the creation of the academic mission statement.
  - The Executive Committee has confidence that the Academic Mission Statement will be clear and concise.
  - The Executive Committee of Governance meets every Wednesday and the Academic Master Plan Committee meets every Friday. The two committees are working together to make sure that this process runs smoothly.

## **V. REPORT OF THE STUDENT TRUSTEE**

Student Trustee Kenneth Sincerbox reported on the following items:

- The Fall 2004 Phonathon continues to run smoothly with the help from the Student Senate, many student organizations and the Student Trustee. They are looking forward to a successful campaign.
- The Student Senate continues to do good work in promoting increased student activities on campus.
- The Student Senate extends their congratulations to Chairwoman Ginton, Vice Chair Wolfe, and Secretary Hodge on their new positions. The Senate also thanks past Board Chair Gareiss for his dedication to the College, the Board and more importantly for making things better for the students.

## **VI. OLD BUSINESS - None**

## **VII. NEW BUSINESS**

### **A. Graduation Fee**

Vice President Kirk Manning presented a proposal to the Trustees to increase in the graduation fee from \$25 to \$35. The purpose for the increase would be to cover the expenses incurred for graduation. After some discussion concerning the new expenses for an ADA approved stage, plaques and sign-language interpreters, the Trustees agreed on the increase.

A motion was made to approve an increase in the one-time student-graduation fee from \$25 to \$35, with the removal of the plaque expense and a stipulation that the College will look into the purchasing rather than renting a stage.

Hunter/Anthonisen  
Unanimous

**VIII. COMMITTEE REPORTS/AND OR RECOMMENDATIONS**

**Administrative Services Committee - None**

**Personnel and Finance Committee - None**

**Educational Policies and Student Affairs Committee – None**

**IX. COMMENTS FROM THE PUBLIC**

Professor Kathleen Malia, President of the Faculty Association, reported that she attended several NYSUT meetings. At the Higher Education Council meeting, Frank Mauro from the Fiscal Policy Institute, spoke about the 2004-05 budget. Although the base aid funding of \$65 per FTE is being held hostage, Mr. Mauro indicated that there is some optimism that this amount will be reinstated. Professor Malia will share the report and supply the board with his web site address.

At the Community College Conference in Cooperstown, New York, it was reported that a major letter writing campaign is under way. While at the Otesaga Hotel, Mr. Robert Faller, the manager of the hotel, informed me that he is a former graduate from the College.

**X. BOARD DISCUSSION – None**

**XI. BOARD ADJOURNMENT**

At 7:30 pm, a motion was made (Anthonisen/McMahon) to adjourn the meeting.

Respectfully submitted,

Maryann Raab  
Secretary to the President