MINUTES OF THE ORANGE COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES
MEETING HELD ON MONDAY, DECEMBER 13, 2004, AT 7:15 PM IN THE MUSIC ROOM,
MORRISION HALL, FIRST FLOOR

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

EXECUTIVE SESSION

At 5:45 pm the Trustees entered into Executive Session to discuss personnel matters. No action was taken
during the session. At 6:15 p.m. a motion was made (McMahon/Hodge) to close Executive Session.

I. CALL TO ORDER

At 7:15 pm Chairwoman Roberta Glinton called the meeting to order and noted a quorum was present.

II. CONSENT AGENDA

A motion was made to approve Consent Agenda
Items A and D. Hunter/Anthonisen Unanimous

A. Approved the Minutes from the regular meeting held on Monday, 11/8/04 as presented.

B. Approved the petty cash report for November 2004 in the amount of $85.09.

C. Approved Faculty Reappointment for AY 2004-05:

<table>
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<tr>
<th>Name</th>
<th>Discipline</th>
<th>Effective</th>
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<tr>
<td>Josephina Vondras</td>
<td>Assistant Professor, Department of Accounting and Office Technology</td>
<td>AY 2004-05</td>
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D. Approved the faculty retirement for Reinhard Knieriemen, Instructor, Applied Technologies. The status of Professor Emeritus was also granted for his 33 years of dedicated service to the College.

III. PRESIDENT'S REPORT

- President Richards called upon Sue Sheehan, Assistant Vice President for Student Affairs, to update
  the Trustees on the results of the Title IV audit and to explain the College’s plan to reduce the
  College’s liability and prove that students had the ability to benefit. If the Department of Education
  accepts the 39 cases presented in the response, a trip by President Richards to Washington, DC may be
  necessary to request a payment plan over a period of years and a reduction of the allocation.
- President Richards discussed a new initiative, the Nonprofit Institute for Leadership and Management,
  which is under the leadership of VPAA Rule and Don Green. In Orange County, over 900 nonprofit
  institutions exist. The Institute would offer these organizations an opportunity to strengthen their
  businesses through education, training and collaboration. During the 2005 Spring break, the College
  will offer a conference day for 501 institutions. A Volunteer Day will be held on campus where these
  501 institutions can recruit members to their organizations. A grant has been received from the Orange
  County IDA for this effort.
- Enrollment for Spring 2005 semester is up 11.3%, which is higher than expected (9.1% - Middletown;
  16.6% - NEC). President Richards penned a letter to the New York State legislators advising them of
  the increased enrollment and the financial strain due to lack of funding.
- Appreciation and congratulations were extended to Vice President for Academic Affairs David Rule
  for his leadership during his tenure at the College. Dr. Rule is well respected throughout the
  community college system.
Vice President Rule indicated that he enjoyed serving the College, and he appreciates the unique opportunity of learning from President Richards and the Board.

IV. REPORT OF THE COLLEGE GOVERNANCE SYSTEM

Professor James Lynch, President of the College Governance System reported on the following items:

- The formation of a Standing Committee for Technology, its membership and charge, was presented to the Assembly at the 11/22 meeting. After receiving feedback from Assembly members, the finishing touches to this committee have been made, and it will be voted on at the January Assembly. Special thanks were extended to AVP Dutcher and Angela Elia for their thorough proposal for the Technology Committee.
- The final draft for the Ad Hoc Faculty Handbook Committee was approved by the Executive Committee in November, and that committee will meet in January to review the work being done by Barbara Lyons, Assistant to the VPAA.
- Neil Foley, Chair of the Student Development Review Committee (SDRC), gave an update on the process by which the SDRC is conducting its review of the Student Development area. An extension of the deadline was requested for the committee to present its report. Once the report is reviewed by the Executive Committee, it will be presented at the February Assembly.
- Lori Schneider presented a detailed update to the Executive Committee concerning the College’s response to the Middle States’ recommendations, which will be presented at the January Assembly.
- At its last meeting, the Executive Committee approved President Richards’ recommendations regarding the make up of the search committee for the new VPAA. The process for the selection of the committee members is underway.
- Paul Broadie and Mindy Ross are overseeing the process for creating the Academic Mission Statement. After the January Assembly, a workshop focusing on the Academic Mission Statement is scheduled.

V. REPORT OF THE STUDENT TRUSTEE

Student Trustee Kenneth Sincerbox reported on the following items:

- Congratulations were extended to the Men’s and Women’s Basketball teams, who are experiencing an outstanding season. The Men’s team holds a 9 to 1 winning steak, and the Women’s team record is 7 to 2.
- During finals week, the students are busy with their studies.
- In January, Freshmen Orientation is set to welcome the midyear students. Volunteers are lined up to help usher the new students around campus.
- Trustee Sincerbox and the Student Senate wished the Trustees, Faculty and Staff a Happy Holiday.
- He expressed his appreciation to VPAA Rule for his guidance at the College and congratulated him on new appointment.

VI. OLD BUSINESS

A. The Trustees had an opportunity to review the Strategic Plan prior to the Board meeting.

A motion was made to accept the Strategic Plan as presented.

McMahon/Wolfe
Unanimous
B. A discussion by the Trustees followed, concerning the Title IV audit response to the Federal Department of Education.

    A motion was made to approve the Title IV Audit response to be forwarded to the Federal Department of Education.

    Anthonisen/Hunter
    Unanimous

VII. NEW BUSINESS

    At the Committee of the Whole Meeting, Associate Vice President for Information Technology Jim Dutcher presented an update on technology with an overview of the Banner Program.

    A motion was made to authorize President Richards to send a Letter of Intent to SUNY expressing the College’s interest in the Banner Program.

    Wolfe/McMahon
    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, is dismayed at the lack of funding from Albany this year. Professor Malia is hopeful that the contract will be settled and will continue working with the faculty and NYSUT to push for additional funding from Albany.

X. BOARD DISCUSSION

    Chairwoman Glinton thanked Professor Malia for her leadership and lobbying efforts.

XI. BOARD ADJOURNMENT

    At 7:50 pm, a motion was made (Anthonisen/Hodge) to adjourn the meeting.

    Respectfully submitted,

    Maryann Raab
    Secretary to the President