Absent: D. Mirro

I. CALL TO ORDER

At 7:00 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 I as presented. Wolfe/Gareiss Unanimous

A. Approved the Minutes from the regular meetings held on Monday, 3/14/05 and 4/18/05 as presented.

B. Approved the petty cash reports for March and April 2005 in the amounts of $33.60 and $45.92, respectively.

C. Approved Staff and Chair Appointments:

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Effective</th>
</tr>
</thead>
<tbody>
<tr>
<td>Beatrice R. Wells</td>
<td>IT Support Specialist, Grade II</td>
<td>4/4/05-8/31/05</td>
</tr>
<tr>
<td>Diedre Costic</td>
<td>Interim Chair, Department of Diagnostic Imaging</td>
<td>AY 2005-06</td>
</tr>
</tbody>
</table>

D. Approved Title Changes:

<table>
<thead>
<tr>
<th>Name</th>
<th>Former Title</th>
<th>New Title</th>
<th>Effective</th>
</tr>
</thead>
<tbody>
<tr>
<td>William Ansley</td>
<td>Technical Assistant, Grade I</td>
<td>IT Support Specialist, Grade II</td>
<td>9/1/04</td>
</tr>
<tr>
<td>Daniel Wise</td>
<td>Technical Assistant, Grade I</td>
<td>IT Support Specialist, Grade II</td>
<td>9/1/04</td>
</tr>
</tbody>
</table>

E. Approved Faculty/Staff and Chair Retirements:

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Years of Service</th>
<th>Effective</th>
</tr>
</thead>
<tbody>
<tr>
<td>Patrick Kennedy</td>
<td>Instructor, Arts and Communications Department</td>
<td>34</td>
<td>7/1/05</td>
</tr>
<tr>
<td>Joan Howard</td>
<td>Workforce Development Education Center</td>
<td>10</td>
<td>7/15/05</td>
</tr>
</tbody>
</table>

MANAGEMENT CONFIDENTIAL

Paul Broadie II       Director of Extension Centers Associate Vice President Extension Centers 5/2/05
F. Approved Management Confidential Position:

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Effective</th>
</tr>
</thead>
<tbody>
<tr>
<td>Catherine Chew, Ed.D.</td>
<td>Vice President for Academic Affairs</td>
<td>7/1/05-8/31/06</td>
</tr>
</tbody>
</table>

G. Approved Leave of Absence:

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Effective</th>
</tr>
</thead>
<tbody>
<tr>
<td>Stephen Kaczkowski</td>
<td>Mathematics and Computer Science Department</td>
<td>AY 2005-06</td>
</tr>
</tbody>
</table>

H. Approved Harriman Grant funds for 2003-2004

I. Approved Revised Affirmative Action Manual

III. PRESIDENT’S REPORT

President William Richards updated the Board on the following topics:

President Richards acknowledged two items under the Consent Agenda:

- Paul Broadie II received a title change from Director of Extension Centers to Associate Vice President for Extension Centers.
- Dr. Catherine Chew was approved as the new Vice President for Academic Affairs, whose appointment commences on 7/5/05. Dr. Chew will join the Board at their retreat on 6/16.
- Commencement takes place on Saturday, 5/28, starting with a Legislative Breakfast at 8 am, and at 9 am a memorial ceremony for Dr. James Lynch will be held. His family and faculty will dedicate a bench, a tree and a plaque in his memory.
- The reception honoring special gift givers, the William and Elaine Kaplan Foundation, the Dyson Foundation, Senator William J. Larkin, Jr. and VTEA on 4/22/05 at the Newburgh Extension Center was a huge success. In the Fall, a similar reception will be hosted to honor Congressman Maurice Hinchey who secured a $240,000 gift for the Newburgh campus.
- While on a whale-watching trip in Cape May, four Biology faculty and ten Agassiz Club students witnessed the loss of a fourteen-year-old boy, who perished in the waters off the coast of Cape May. Those faculty and students were contacted to make sure that any counseling needs they may have are being met.
- Joseph Tremblay, a Marine who was killed in action last week in Iraq, was a student at the College Joseph started in the Fall semester 2003 and was called to duty in the Fall semester 2004. Condolences from the College have been sent to his family and fiancée.
- The newly elected Student Trustee, Katie Golden, will join the Board at the next meeting on 6/9 and at the Board Retreat on 6/16.

IV. REPORT OF THE COLLEGE GOVERNANCE SYSTEM

Professor Diane Bliss, President of the College Governance System presented a report on the following items:

1. As a result of governance elections, Bob Misiak has been elected Vice President of Governance, to fulfill Diane Bliss’s unexpired term. In addition, the Executive Committee will be losing two distinguished members whose terms expired, Professor Fran Cummins and Dr. Elizabeth White, representatives of the Business/Math/Science/Technology division. Both have contributed considerably to Executive Committee and to College Governance.
2. The ad hoc Faculty Handbook Committee presented its report to Executive Committee, which accepted and will pass it, with its recommendations, on to the Vice President of Academic Affairs Office, responsible for the handbook. This was one of three major ad hoc committees working this
academic year in response to Middle States recommendations; ad hoc Faculty Handbook, ad hoc Student Course Evaluation, and ad hoc Student Development Review. The handbook has not been revised since 1989.

3. The ad hoc Student Course Evaluation Committee will present a revised Student Feedback Form at the 5/17 Assembly for further discussion. The Assembly will vote at the first Fall Assembly regarding the acceptance of the instrument for a pilot in the Fall semester. At the same time, the committee will continue discussions on and refining of the overall process and guidelines for implementation of the process college-wide.

4. The ad hoc Student Development Review Report was finalized, presented to Executive Committee, the Student Development Division, Cabinet and Assembly.

5. The Planning, Budgeting and Institutional Effectiveness Committee worked diligently to revise the planning/budgeting/assessment processes. In addition, Executive Committee is considering revisions to the charge of the College-Wide Assessment Committee to better fulfill the college’s needs for education and communications related to assessment throughout the processes. This should come together early this Fall semester. The process will eventually be streamlined and less time intensive once it goes online. Electronic submission of plans will also mean openness, transparency and collaboration in the planning and budgeting process.

6. It has been quite a year for Governance, with challenges ranging from the need to respond to Middle States recommendations, the Fall semester’s uncertainty over the evolving Academic Master Plan, and the Spring semester’s unfortunate loss of Dr. Jim Lynch. In its true fashion, however, the College Community has risen to the many challenges to accomplish changes and move in directions to better serve our students and community, as evidenced above. Professor Bliss is proud to represent such a fine and involved group of professionals.

V. REPORT OF THE STUDENT TRUSTEE

Student Trustee Kenneth Sincerbox reported on the following student issues:

1. The Annual Awards Convocation for returning and graduating students will be on 5/18/05 at 7 pm in the College Commons.

2. In front of the LRC, students will now be able to enjoy coffee and books on the patio furniture that was recently donated by the College Association.

3. Students have expressed their concerns about accessibility to buildings for some of our disabled students. Student Trustee Sincerbox walked the campus with maintenance personnel to point out some of the trouble spots. It is the hope of the Student Senate that maintenance will address these problem areas.

4. On behalf of the Student Senate, Student Trustee Sincerbox expressed their thanks and appreciation to Trustee McMahon for his many years of service to the College.

5. On 5/28, the Class of 2005 will graduate. Today is the last day of classes and students are preparing for finals.

VI. OLD BUSINESS

In the absence of a quorum at the 4/18/05 Board of Trustees meeting, the 2004-05 Audit Report prepared by UHY LLP, Certified Public Accountants was reintroduced for approval.

A motion was made to adopt the Audit Report for 2004-02005 prepared by as presented.

Gareiss/Hunter
Unanimous

VII. NEW BUSINESS

Trustee Jack McMahon will step down as Trustee effective June 13, 2005. The Board recognized Trustee McMahon’s long tenure, including 21 years of exceptional service and outstanding dedication to the College. At the NYCTT conference held in Albany on 4/29 and 4/30, Trustee McMahon received the Marvin A. Rapp Award for Distinguished Trustee Service. Jack has the rare combination of being a
President Richards presented a College chair to Trustee McMahon in appreciation of his outstanding service to the College. Associate Vice President Sue Deer named Trustee McMahon a “Colts Emeritus” and presented him with a coaching shirt and new baseball jacket since he is the College’s greatest sports fan. President Richards noted that Trustee McMahon takes with him the institutional memory.

Trustee McMahon shared a few words of appreciation with the Board. He graduated in 1957, transferred to a liberal arts college, and served in Korea. He met his wife while attending the College, and his son and daughter also graduated from the College. Trustee McMahon indicated that he had a long debt to pay for the fullness of his life, which revolved around the College and has played such an importance role in his life. He leaves the College in good hands to the Board of Trustees and is certain that it will continue to grow.

Jim Ottaway, Trustee McMahon’s former employer at Ottaway Newspapers, noted that Jack is a man of integrity who has tough fiber to do the right things for the College and leading a good life.

Chairman Robert Glinton thanked Trustee McMahon for everything he did and will continue to do.

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, on behalf of the Faculty Association membership, wished Trustee McMahon a wonderful retirement. She promised to send flowers from the Association to celebrate his selfless service to the College.
- Student Trustee Sincerbox expressed the student body’s best wishes and congratulations to Trustee McMahon.
- Chairwoman Glinton thanked Student Trustee Sincerbox for his excellent service. She mentioned that the Board gets wonderful student trustees and then loses them to graduation. Ken served us well, and she looks forward to meeting our newest student trustee next month.

X. BOARD DISCUSSION - None

XI. BOARD ADJOURNMENT

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

Respectfully submitted,

Maryann Raab
Assistant to the President