

NASSAU COMMUNITY COLLEGE  
Garden City, New York 11530

**Board of Trustees Policy & Planning Committee Meeting Minutes**  
February 13, 2018

The meeting of the Policy & Planning Committee of the Board of Trustees was held on the eleventh floor of the Administrative Tower. The meeting was called to order by Chair Weiss at 5:48 p.m.

Committee Members Present: Thérèse Russell, (appointed chair ad hoc)  
John DeGrace  
Linda Green  
Kathy Weiss (ex-officio)

Committee Members Absent: Donna Tuman, Jorge Gardyn (ex-officio)

Also in Attendance: Edward Powers  
President Keen, Donna Haugen,  
Richard Lawless, Hamilton Lozada

1. Chair Russell requested a motion to approve the minutes of January 9, 2018. Trustee DeGrace moved the motion and Trustee Russell seconded the motion. Motion carried 3-0.
2. Chair Russell introduced Policy 8100: Use of Computer Resources; Policy 8200: Network Security; and Policy 8300: Email for discussion.

CIO Lawless gave a brief overview of the policies, explaining how the College currently has an Acceptable Use Policy which is all encompassing. He stated that it is long overdue that separate IT policies are established. In developing these policies, he referenced the use of best practices by many institutions, including SUNY. The Use of Computer Resources Policy directs folks on the acceptable way of using equipment at the College and highlights when it is inappropriate. The Network Security Policy is more detailed, and technical in nature. Our external auditors recommended that we detail the process that we have as far as how we control our wireless network and how we control traffic coming in out of it. The Email policy warrants its own policy and it highlights what you should and should not do.

Chair Russell asked the committee members if they had any questions or comments, there being none, she read the following resolution:

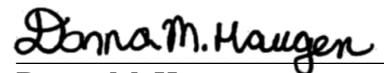
**RESOLVED**, THAT THE POLICY & PLANNING COMMITTEE HERewith AFFIRMATIVELY RECOMMENDS AND REFERS POLICY 8100: USE OF COMPUTER RESOURCES; POLICY 8200: NETWORK SECURITY; AND POLICY 8300: EMAIL POLICY TO THE BOARD FOR A FIRST READING AND DISCUSSION AT ITS NEXT SCHEDULED BOARD MEETING, AND THAT THE SAME BE SUBSEQUENTLY INCORPORATED INTO THE POLICY MANUAL OF THE BOARD OF TRUSTEES OF NASSAU COMMUNITY

COLLEGE AFTER THE SECOND READING BY THE BOARD OF TRUSTEES AND THE PASSING OF THE POLICY BY THE BOARD OF TRUSTEES.

Chair Russell requested a motion to forward this resolution to the Board of Trustees for approval. Trustee DeGrace made the motion; seconded by Trustee Green. Motion carried 4-0.

Chair Russell asked if there were any other items for the Committee to consider. There being none, the meeting adjourned at 5:52 p.m.

Respectfully submitted,



Donna M. Haugen  
Donna M. Haugen  
General Counsel