

NASSAU COMMUNITY COLLEGE
Garden City, New York

BOARD OF TRUSTEES' CALENDAR

Meeting of February 10, 2015

For the five hundred seventy-eighth meeting of the Board of Trustees on Tuesday, February 10, 2015, the following items, reports, and communications are submitted for consideration and action. The Board of Trustees will open its meeting between 6:15 p.m. and 6:30 p.m. on the 11th floor of the Administration Tower. It is anticipated that the Board will go into Executive Session pursuant to Section 105 of the Open Meetings Law of the State of New York for the following purposes: 1) to discuss matters relating to collective bargaining involving the AFA and 2) to discuss matters leading to the appointment, promotion, demotion or removal of a particular person. The Board will reopen its public session at approximately 7:30 p.m. on the 11th floor of the Administration Tower.

Salute to the Flag.

Approval of Minutes

Approval of the January 13, 2015 Minutes are presented for approval.

For: _____ Against: _____ Abstain: _____

REPORTS OF THE STANDING COMMITTEES

Finance and Capital Committee

1. **Investment Policy**

WHEREAS, THE CURRENT COLLEGE INVESTMENT POLICY OF NASSAU COMMUNITY COLLEGE WAS ADOPTED ON MARCH 10, 2009 AND LAST AMENDED ON OCTOBER 12, 2012;

WHEREAS, NEW YORK STATE GENERAL MUNICIPAL LAW UPDATES HAVE BEEN MADE SINCE THAT DATE;

WHEREAS, THE CURRENT POLICY DOES NOT ALLOW FOR ANY ALTERNATIVES TO COLLATERAL REQUIREMENTS;

WHEREAS, MORE FAVORABLE BANKING TERMS MAY BE AVAILABLE TO THE COLLEGE IF ALTERNATIVES TO COLLATERAL REQUIREMENTS ARE ADOPTED IN THE POLICY, AS CURRENTLY ALLOWED PURSUANT TO GENERAL MUNICIPAL LAW;

WHEREAS, AN ANNUAL REVIEW OF THE CURRENT INVESTMENT POLICY WAS PERFORMED AND PROPOSED UPDATES WERE PRESENTED TO THE BOARD;

BE IT RESOLVED THAT THE BOARD OF TRUSTEES APPROVES AMENDMENTS TO THE COLLEGE INVESTMENT POLICY TO REFLECT THE UPDATES FOR GENERAL MUNICIPAL LAW CHANGES AND THE ANNUAL REVIEW.

For: _____ Against: _____ Abstain: _____

2. **Petty Cash**

WHEREAS, THE COLLEGE WILL OFFER OCCUPATIONAL SAFETY AND HEALTH ADMINISTRATION (OSHA) TRAINING COURSES FOR WHICH A CERTIFICATION CARD IS PRESENTED TO EACH STUDENT UPON PASSING THE COURSE AND THE COLLEGE MUST PURCHASE THESE CARDS ON-LINE USING PAYPAL AT A COST OF \$5.00 FOR EACH CARD;

WHEREAS, THE PROCUREMENT DEPARTMENT HAS DETERMINED THAT THE COLLEGE CREDIT CARD MAY NOT BE USED VIA PAYPAL FOR DISCLOSURE AND PRIVACY REQUIREMENT REASONS;

WHEREAS, THE PROCUREMENT DEPARTMENT HAS DETERMINED THE ESTABLISHMENT OF A PETTY CASH FUND IS NEEDED IN ORDER TO FACILITATE PAYMENT FOR SMALL, MISCELLANEOUS PAYMENTS MADE BY THE DEPARTMENT OF LIFELONG LEARNING FOR VARIOUS CHARGES ASSOCIATED WITH RUNNING WORKFORCE DEVELOPMENT COURSES, IN THE INSTANCES OF WHEN COLLEGE CREDIT CARD MAY NOT BE USED VIA PAYPAL FOR DISCLOSURE AND PRIVACY REQUIREMENT REASONS;

WHEREAS, PER ARTICLE 126 OF THE NEW YORK STATE EDUCATION LAW, AS IT RELATES TO COMMUNITY COLLEGES, THE BOARD OF TRUSTEES MUST “AUTHORIZE THE TREASURER TO ESTABLISH AND MAINTAIN PETTY CASH FUNDS, NOT IN EXCESS OF TWO HUNDRED DOLLARS EACH;”

WHEREAS, THE CURRENT COLLEGE PETTY CASH FUND HAS A CUMULATIVE BALANCE OF \$5,225, FOR ALL DEPARTMENTS, BALANCES ARE MAINTAINED SEPARATELY FOR EACH DEPARTMENT THAT HAS PETTY CASH, AND THERE IS NO PETTY CASH BALANCE ALLOCATED TO THE DEPARTMENT OF LIFE LONG LEARNING;

WHEREAS, COLLEGE PETTY CASH POLICY PLACES A DOLLAR LIMIT ON INDIVIDUAL PURCHASES AT \$50;

WHEREAS, THE DEPARTMENT OF LIFELONG LEARNING EXPENSES TO BE PAID BY USE OF THE PETTY CASH ACCOUNT WILL EXCEED A DOLLAR LIMIT ON INDIVIDUAL PURCHASES AT \$50;

BE IT RESOLVED THAT, THE BOARD OF TRUSTEES AUTHORIZES THE NASSAU COMMUNITY COLLEGE TREASURER TO ESTABLISH A PETTY CASH FUND FOR THE DEPARTMENT OF LIFELONG LEARNING IN THE AMOUNT OF \$200.00;

BE IT ALSO RESOLVED THAT, THE BOARD OF TRUSTEES APPROVES THE REIMBURSEMENT AMOUNT FROM THE PETTY CASH FUND FOR THE DEPARTMENT OF LIFELONG LEARNING TO EXCEED A DOLLAR LIMIT ON INDIVIDUAL PURCHASES AT \$50, WHEN NECESSARY.

For: _____ Against: _____ Abstain: _____

3. **NCC ID Card Policy**

To ensure the continued security and safety of the Nassau Community College (NCC) community, NCC has implemented a strict Identification (ID) Badge Policy. This Policy requires that all NCC personnel have a means of identifying themselves if necessary. Students, Staff and Faculty must ensure that they possess a valid, new version of the NCC ID Card while on campus.

Faculty and Staff

All faculty and staff working in any College facility must have a current NCC identification badge visibly displayed.

Students

All students in any College facility must have a current NCC identification in their possession.

Students who do not obtain and carry a valid ID badge may be denied access to NCC facilities which are essential to their success such as the Library and computer labs.

Those students, who cannot produce a valid ID when asked, may be asked to leave or escorted off of campus by Public Safety.

Contractors

All company superintendents working at NCC are required to register with Public Safety (prior to the commencement of work) and obtain a temporary ID. Once registered, all company superintendents must visibly wear the NCC temporary ID while on site. All other workers must have visible company identification while working at NCC.

Contractors working for Physical Plant will initially register with Public Safety and check in and out with Physical Plant (Customer Service Desk) every day they are working for the College. All contractors working for Physical Plant must have visible company identification while working at NCC.

Students, Staff, Faculty and Contractors may be asked to show their ID badge to Public Safety officers or other college officials to verify their affiliation and purpose for being on campus.

Students, Staff, Faculty and Contractors who observe someone in one of NCC's facilities that may look as though they do not belong, can call Public Safety at 572-7100 for assistance. Public Safety will investigate and will ask the person in question to present a valid NCC ID badge.

RESOLVED, THAT THE BOARD OF TRUSTEES APPROVES THE NASSAU COMMUNITY COLLEGE IDENTIFICATION BADGE POLICY AS RECOMMENDED BY THE CAMPUS SAFETY ADVISORY COMMITTEE AND APPROVED BY THE BOARD OF TRUSTEES POLICY COMMITTEE.

For: _____ Against: _____ Abstain: _____

4. **Strategic Plan**

RESOLVED, THAT THE BOARD OF TRUSTEES ADOPTS THE NASSAU COMMUNITY COLLEGE STRATEGIC PLAN AS APPROVED BY THE ACADEMIC SENATE ON NOVEMBER 25, 2014.

For: _____ Against: _____ Abstain: _____

5. **Facilities**

The Nassau County Empire State Games for the Physically Challenged has requested a waiver of the rental fees for the use of the Nassau Community College Physical Education Complex for the 2015 Nassau County Empire State Games for the Physically Challenged from Thursday, May 28 through Saturday, May 30, 2015.

RESOLVED, THAT THE RENTAL FEE BE WAIVED FOR USE OF NASSAU COMMUNITY COLLEGE PHYSICAL EDUCATION COMPLEX FOR THE 2015 NASSAU COUNTY EMPIRE STATE GAMES FOR THE PHYSICALLY CHALLENGED, SCHEDULED FROM THURSDAY, MAY 28 THROUGH SATURDAY, MAY 30, 2015 AND BE IT

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

For: _____ Against: _____ Abstain: _____

Personnel, Affirmative Action and Labor

6. **Sabbaticals**

The Collective Bargaining Agreement (CBA) with the Nassau Community College Federation of Teachers (NCCFT) provides for ten (10) full-year at half-pay and fourteen (14) half-year at full-pay sabbatical leaves during the 2015/2016 academic year for full-time College faculty. The CBA imposes a number of conditions in order to be eligible for sabbatical leave, including at least six (6) years of consecutive service at the College. The Sabbatical Leave Committee, created pursuant to said CBA, has reviewed all the applications received for sabbatical leaves in the 2015/2016 academic year and has recommended that the Board of Trustees grant sabbatical leaves to the faculty members hereinafter named.

The Executive Vice President for Academic Affairs and the President have reviewed and approved these recommendations for sabbatical leave as being appropriate and in accordance with the terms of said CBA. The following resolution is accordingly offered:

RESOLVED, THAT THE FOLLOWING NAMED FACULTY MEMBERS ARE HEREBY GRANTED SABBATICAL LEAVE AS INDICATED DURING THE 2015/2016 ACADEMIC YEAR TO PURSUE APPROPRIATE EDUCATIONAL OR PROFESSIONAL ACTIVITIES TO ENHANCE THEIR PROFESSIONAL COMPETENCE AND/OR SERVICE TO THE COLLEGE.

One-Half Year Sabbaticals – Fall 2015

<u>Name</u>	<u>Dept.</u>	<u>Rank</u>	<u>Appt. Date</u>	<u>Previous Sabbatical</u>
Wendy J. Eisner	Psychology	Professor	9/1988	Fall 1995, Fall 2008
Louis V. Gioia	Math/Comp Sci/Info	Professor	9/1982	None
Holly Giordano	ENGR/PHY/TECH	Assoc. Prof.	9/2001	None
Norman A. Spencer	English	Assoc. Prof.	9/1986	Sp 1993, Fall 2008, AY 2001-2002
Caitlin Thurber	Biology	Tech. Asst. II	9/2007	None

One-Half Year Sabbaticals – Spring 2016

<u>Name</u>	<u>Dept.</u>	<u>Rank</u>	<u>Appt. Date</u>	<u>Previous Sabbatical</u>
Nancy N. Barker	SOC/ANT/SWK	Asst. Prof.	9/2007	None
Barbara Barnard	English	Assoc. Prof.	9/2001	Spring 2009
Paula Wheeler Carlo	HIS/POL/GEO	Professor	9/1995	AY 01-02, 08-09
Jason Gorman	Art	Professor	9/1997	Fall 2008
Christina M. Rau	English	Asst. Prof.	9/2007	None
Joyce Stern	Reading/BEP	Professor	9/1999	None
Peiran Teng	Theatre & Dance	Assoc. Prof.	9/1996	Fall 2005
Pramila Venkateswaran	English	Professor	9/1990	AY 2001-2002 Spring 2009

Full-Year Sabbaticals – 2015/ 2016

<u>Name</u>	<u>Dept.</u>	<u>Rank</u>	<u>Appt. Date</u>	<u>Previous Sabbatical</u>
Eileen C. Engelke	Nursing	Asst. Prof.	9/2002	None
Stephan B. Ogumah	Communications	Asst. Prof.	1/2009	None

For: _____ Against: _____ Abstain: _____

Report of the Acting President