

NASSAU COMMUNITY COLLEGE  
Garden City, New York 11530

FINANCE AND CAPITAL COMMITTEE CALENDAR (*Finance Section*)—January 10, 2017 at 5:00 p.m.  
Location: 11<sup>th</sup> Floor Conference Room, Tower Building

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AGENDA

*Call of the roll for attendance for the purpose of establishing a quorum:*

*Present:* \_\_\_\_\_

The following items and/or reports are submitted for the consideration of the Committee.

1. A. Review and approval of **prior meeting minutes** – November 15, 2016. (#1 in the package)

*Chair: Do I have a motion to approve the minutes of* November 15, 2016?

*Trustee:* \_\_\_\_\_ *I make a motion that the minutes be approved.*

*Chair: Is there a second?*

*Trustee B* \_\_\_\_\_ *I second the motion.*

*Chair: Is there any discussion? (If so, the discussion proceeds.) If not, all in favor say “aye,” all opposed say, “nay.” Any abstentions?*

*Motion carried - For* \_\_\_\_\_ *Against* \_\_\_\_\_ *Abstention* \_\_\_\_\_

- B. Review and approval of **prior meeting minutes** – December 13, 2016. (#1 in the package)

*Chair: Do I have a motion to approve the minutes of* December 13, 2016?

*Trustee:* \_\_\_\_\_ *I make a motion that the minutes be approved.*

*Chair: Is there a second?*

*Trustee B* \_\_\_\_\_ *I second the motion.*

*Chair: Is there any discussion? (If so, the discussion proceeds.) If not, all in favor say “aye,” all opposed say, “nay.” Any abstentions?*

*Motion carried - For* \_\_\_\_\_ *Against* \_\_\_\_\_ *Abstention* \_\_\_\_\_

**2. Pending College Procurement Agreements for Board Approval:**

<b>Category of Contract /Procurement Type</b>	<b>Threshold as per Procurement Policy</b>	<b>Listed As</b>	<b>Contractor</b>	<b>Anticipated Annual Expenditure</b>	<b>Term of Agreement</b>
Professional Service	\$ 50,000.00	A	College Scheduler LLC (Civitas Learning, Inc.)	\$45,000.00 (plus a one-time \$5,000 fee)	Three (3) year with an option to extend for one (1) year terms.
Personal Service	\$30,000.00	B	K Beard & Associates, LLC	\$30,000.00	One (1) year.

- A. To provide software that reflects NCC’s continued effort to stay up to date with technology services. The College desires a platform with the ability to generate class schedules that fit students’ needs. College Scheduler LLC can provide a platform that interfaces with Banner. Providing the student with a simplified registration process has proven to improve retention rates at other institutions already using this software. In addition, this program tracks student preferences to allow for more efficient planning of course schedules and faculty assignments.
  
- B. The College was awarded a STAR Grant to fund and implement the Nassau Community College Nursing Workforce Diversity Program. Pursuant to the College’s STAR Grant, the progress and results must be tracked, reviewed, and analyzed by a Project Evaluator. The STAR Grant will be used by the College in part to fund workshops for Nursing students geared at preparing students for the NCLEX-RN licensure exam. The College must retain a Contractor to perform the Project Evaluation Services and conduct the NCLEX-RN workshops for the College. Dr. Kenya V. Beard will provide the College with NCLEX-RN workshops in addition to being the STAR Grant external evaluator providing an independent assessment of the progress and outcome including development of an evaluation plan.

***Chair: Do I have a motion to consider the approval of Pending College Procurement Agreements, as stated above?***

***Trustee A \_\_\_\_\_ I make a motion.***

***Chair: Do I have a second?***

***Seconded by Trustee \_\_\_\_\_.***

***Chair: Is there any discussion of the resolution?***

**RESOLVED**, THAT THE PENDING COLLEGE PROCUREMENT AGREEMENT WITH COLLEGE SCHEDULER, LLC – CIVITAS LEARNING, INC. (ITEM A) IN THE AMOUNT OF \$45,000.00 PLUS ONE-TIME \$5,000 FEE AS REQUESTED BY VP CONZATTI OF ACADEMIC STUDENT SERVICES IS

AGENDA

FINANCE AND CAPITAL COMMITTEE CALENDAR (*Finance Section*)–January 10, 2017

Page 3

APPROVED BY THE NASSAU COMMUNITY COLLEGE BOARD OF TRUSTEES FINANCE AND CAPITAL COMMITTEE AND WILL BE RECOMMENDED TO THE FULL BOARD OF TRUSTEES FOR APPROVAL. (**FUNDING SOURCE:** OPERATING BUDGET)

**RESOLVED,** THAT THE PENDING COLLEGE PROCUREMENT AGREEMENT WITH K BEARD & ASSOCIATES, LLC (ITEM B) IN THE AMOUNT OF \$30,000.00 AS REQUESTED BY INTERIM VP COLLINS OF ACADEMIC AFFAIRS IS APPROVED BY THE NASSAU COMMUNITY COLLEGE BOARD OF TRUSTEES FINANCE AND CAPITAL COMMITTEE AND WILL BE RECOMMENDED TO THE FULL BOARD OF TRUSTEES FOR APPROVAL. (**FUNDING SOURCE:** STAR GRANT)

3. **Comptroller's Report:** November, 2016.
  
4. **Travel Requests:** There are no travel requests to be presented at the January 10, 2017 Finance & Capital Committee meeting; however a summary report is attached.

Respectfully submitted,

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Inna Reznik  
Vice President Finance