

NASSAU COMMUNITY COLLEGE
Garden City, New York 11530

Board of Trustees Policy & Planning Committee Meeting Minutes
February 14, 2017

The meeting convened at 6:25 p.m.

Committee Members Present: John DeGrace, Chair
Donna Tuman
Kathy Weiss
Michael Hilt
Jorge Gardyn (ex-officio)

Also in Attendance: Anthony Cornachio
Linda Green
President Keen
VP Muscarella
VP Reznik
Donna Haugen, General Counsel

1. Chair DeGrace requested a motion to approve the minutes of October 18, 2016. Trustee Gardyn moved the motion. Trustee Tuman seconded the motion. Motion carried 3-0.
2. Chair DeGrace requested a motion to approve the minutes of December 13, 2016. Trustee Weiss moved the motion. Trustee Tuman seconded the motion. Motion carried 4-0.
3. Chair DeGrace requested a motion to approve the minutes of January 10, 2017. Trustee Weiss moved the motion. Trustee Gardyn seconded the motion. Motion carried 3-0.
4. Review of Policy 6100 Detecting and Reporting Fraud: Donna Haugen advised the committee why it was necessary to review Policy 6100, stating since then some discussion on Campus has occurred regarding the draft policy. The initial intention was to have a separate whistle blower policy, but after a thorough discussion with Dr. Keen and VP Reznik it was decided not to, therefore the policy was revised to reflect those changes.
5. Repeal of current Finance Policies: Sarbanes-Oxley Act; Travel; Minimum Fund Balance; Petty Cash Fund; Investment; and Procurement Policies & Procedures. Donna Haugen explained that these five current Finance policies need to be repealed since there is a parallel policy that is being considered for adoption by the Board.

Trustee Weiss made a motion recommending the repeal of the current Finance policies: Sarbanes-Oxley Act; Travel; Minimum Fund Balance; Petty Cash Fund; Investment; and Procurement Policies & Procedures to be added to the February 14, 2017 Board meeting calendar for a first reading and discussion of the Board. Trustee Tuman seconded the motion. Motion carried 4-0.

6. Discussion: Section 7000 Facilities: Donna Haugen introduced each of the following policies individually for discussion: Policy 7100 Use of College Facilities; Policy 7110 Key Control; Policy 7200 Visitors to the College; Policy 7300 Emergency Closings; Policy 7400 Display of Flag; Policy 7600 Disposal of Property; and Policy 7800 Green Cleaning.

Donna Haugen introduced each policy and asked the committee members if they had any questions or comments. Being none, Chair DeGrace requested a motion to consider the following resolution:

RESOLVED, THAT THE POLICY & PLANNING COMMITTEE HEREWITH AFFIRMATIVELY RECOMMENDS AND REFERS FACILITIES SECTION 7000: POLICY 7100 USE OF COLLEGE FACILITIES; POLICY 7110 KEY CONTROL; POLICY 7200 VISITORS TO THE COLLEGE; POLICY 7300 EMERGENCY CLOSINGS; POLICY 7400 DISPLAY OF FLAG; POLICY 7600 DISPOSAL OF PROPERTY; AND POLICY 7800 GREEN CLEANING 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 POLICIES BY THE BOARD OF TRUSTEES.

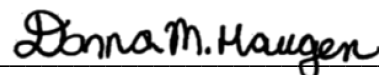
Trustee Weiss made the motion; seconded by Trustee Gardyn. Motion carried 4-0.

7. Repeal of Current Facilities Policies: Use of NCC Facilities; Emergency Response and Recovery Plan; Emergency School Closing; Disposal of Excess Equipment; and NCC Green Cleaning. Donna Haugen explained that although the five current Facilities policies need to be repealed, the Emergency Response and Recovery Plan is not a policy, it's a procedure and is not being replaced due to confidential contact information within the plan. There is a parallel policy that is being considered for adoption by the Board for the other four policies.

Trustee Weiss made a motion recommending the repeal of the current Facilities policies: Use of NCC Facilities; Emergency Response and Recovery Plan; Emergency School Closing; Disposal of Excess Equipment; and NCC Green Cleaning to be added to the February 14, 2017 Board meeting calendar for a first reading and discussion of the Board. Trustee Gardyn seconded the motion. Motion carried 4-0.

Chair DeGrace asked if there were any other items for the Committee to consider. There being none, the meeting adjourned at 6:40 p.m.

Respectfully submitted,



Donna M. Haugen
General Counsel