

NASSAU COMMUNITY COLLEGE
Garden City, New York 11530

Board of Trustees Policy & Planning Committee Meeting Minutes

September 4, 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 5:49 p.m.

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

Also in Attendance: John Durso, Wanda Jackson
Ed Powers, George Siberón
President Keen, VP Muscarella, VP Reznik

1. Chair Weiss requested a motion to approve the minutes of May 8, 2018. Trustee DeGrace moved the motion. Trustee Tuman seconded the motion. Motion carried 4-0.
2. Chair Weiss suggested that the committee postpones the discussion of the amendment to Policy 3100 News Media Relations since there has been many emails and discussions and feels the administration needs to look at the additional information in order to recommend the best policy to the Board. The committee agreed.
3. Discussion: Amendment Policy 6800: Procurement

Chair Weiss asked Donna Haugen to explain the changes to Policy 6800. Ms. Haugen explained that when County Executive Laura Curran came into office, she decided to change the Gift policy the County followed. The administration discussed and decided to address “Gifts” in the Policy by changing it to a “Zero Tolerance Policy Regarding Gifts” with regard to certain groups of employees. While looking through the Policy a few other issues were addressed: reference to SUNY’s Community College regulations in the “Purpose” section, because they limit what community colleges are permitted to purchase; address Grants: in “Scope”, specify that grant-funded purchases are also governed by this policy. Define “grant-funded pass-through service contract”; and personal/professional service contracts (as defined in the Policy), and all Construction-related contracts must be signed by the President if they exceed \$20,000. If they are \$20,000 or less, the Department Vice President who oversees the contract-initiating Department can sign them.

Chair Weiss asked the committee members if they had any questions or comments. Trustee Powers asked why there is no mention of “Best Buy” which the State adopted several years ago. He explained “Best Buy” helps when the lowest bidder is not the most responsible bidder. Trustee DeGrace asked if there are requirements on using the lowest bidder for Capital projects. Dr. Muscarella explained that one of the rules Nassau County allows you to do is to qualify the bidder by investigating the bidder to make sure they can handle the project, if the bidder has never done the specific project before you can disqualify them.

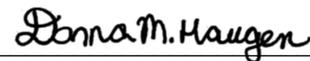
After the discussion, Chair Weiss introduced the following resolution:

RESOLVED, THAT THE POLICY & PLANNING COMMITTEE HERewith AFFIRMATIVELY RECOMMENDS AND REFERS POLICY 6800: PROCUREMENT AS AMENDED TO THE BOARD FOR A FIRST READING AND DISCUSSION AT ITS BOARD MEETING SCHEDULED FOR SEPTEMBER 4, 2018, 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 AMENDMENT BY THE BOARD OF TRUSTEES.

Chair Weiss asked for a motion to recommend Policy 6800 as amended to the Full Board for a first reading. Trustee Tuman moved the motion. Trustee DeGrace seconded the motion. Motion carried 4-0.

Chair Weiss asked if there were any other items for the Committee to consider. There being none, the meeting adjourned at 5:57 p.m.

Respectfully submitted,



Donna Haugen
General Counsel