

**NCC Board of Trustees
Policy & Planning Committee Meeting Minutes**

October 18, 2016

The meeting convened at 6:15 p.m.

Attendees: Committee members: Chair DeGrace, Trustees Drucker, Gardyn, and Tuman.

Also in attendance: Trustees Green, Hilt, Jackson, and Weiss.

Chair DeGrace requested a motion to approve the minutes of September 13, 2016. Trustee Gardyn moved the motion. Trustee Tuman seconded the motion. Motion carried 3-0.

Donna Haugen discussed with the committee the changes made in the document Board of Trustees Rules of Procedure. There were a few changes made to the documents since the October committee meeting which are: 1. Article III (B) Responsibilities and Duties of the President and (C) Responsibilities and Duties of the Faculty were incorporated into the document since they are set forth in New York State Education Law, Section 6306, subdivisions 2 through 8-a (Appendix I) and Volume 8 of the Official Compilation of Codes, Rules, and Regulations of the State of New York (8NYCRR), Section 604.2, 604.3 and 604.4 (Appendix II); 2. Article IV (B) the Board will notify the appointing authority in September of each year of the name of any Trustee who has not attended three (3) or more of the regular and special Board meetings during the preceding Fiscal Year, and the reasons therefore if the Trustee provided such reason; 3. Article IX (A) Standing Committees have been reduced from seven (7) to four (4) committees because it was noted by the consultant from the American Community College Trustees (ACCT) that the committee structure is too large; and (4) Appendix V a Code of Ethics was added to the Rules of Procedure which includes (C) that the Student Trustee is subject to Section B of the Code of Ethics.

1. Chair DeGrace introduced the following two resolutions for approval:

a. Board of Trustees Rules of Procedure

RESOLVED, THAT THE POLICY & PLANNING COMMITTEE HERewith AFFIRMATIVELY RECOMMENDS AND REFERS THE BOARD OF TRUSTEES RULES OF PROCEDURE FOR BOARD REVIEW AND ADOPTION AT ITS MEETING TO BE HELD ON NOVEMBER 15, 2016, AND THAT THE SAME BE SUBSEQUENTLY INCORPORATED INTO THE POLICY MANUAL OF THE BOARD OF TRUSTEES OF NASSAU COMMUNITY COLLEGE.

b. Formulation, Adoption, and Amendment of Policies

RESOLVED, THAT THE POLICY & PLANNING COMMITTEE HERewith AFFIRMATIVELY RECOMMENDS AND REFERS THE POLICY TITLED FORMULATION, ADOPTION, AND AMENDMENT OF POLICIES FOR BOARD REVIEW AND ADOPTION AT ITS MEETING TO BE HELD ON NOVEMBER 15, 2016, AND THAT THE SAME BE SUBSEQUENTLY INCORPORATED INTO THE POLICY MANUAL OF THE BOARD OF TRUSTEES OF NASSAU COMMUNITY COLLEGE.

Chair DeGrace requested a motion to approve resolutions (a) and (b). Trustee Drucker made the motion; seconded by Trustee Tuman. Motion carried 3-0.

Chair DeGrace asked if there were any other items for the Committee to consider. There being none; Chair DeGrace requested a motion to adjourn the meeting. Trustee Gardyn made the motion; seconded by Trustee Drucker. Motion carried 3-0.

The meeting adjourned at 6:23 p.m.


Donna M. Haugen