

NASSAU COMMUNITY COLLEGE  
Garden City, New York

BOARD OF TRUSTEES' MINUTES

Meeting of October 9, 2018

The six hundred nineteenth meeting of the Board of Trustees was held on Tuesday, October 9, 2018 on the eleventh floor of the Administrative Tower. The meeting was called to order by Chair Gardyn at 6:35 p.m. followed by a salute to the flag.

Present: Jorge L. Gardyn, Chair  
Kathy Weiss, Vice Chair  
John Durso, Secretary Pro Tem;  
John A. DeGrace, Linda H. Green, Wanda H. Jackson,  
George Siberón, Donna M. Tuman, Alex Figueroa, Student Trustee.

Absent: Edward Powers

Also in attendance: President Keen, VP Collins

Chair Gardyn requested a motion that pursuant to Section 105 of the Open Meetings Law of the State of New York, the Board of Trustees shall enter Executive Session for the following purposes: 1) to discuss matters relating to negotiations involving the Nassau Community College Administrators Association; 2) to discuss matters relating to negotiations involving the AFA; and 3) of reviewing the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. Trustee Weiss moved the motion; seconded by Trustee Siberón. Motion carried 9-0.

Chair Gardyn resumed the open meeting at 7:40 p.m.

Present: Jorge L. Gardyn, Chair  
Kathy Weiss, Vice Chair  
John Durso, Secretary Pro Tem;  
John A. DeGrace, Linda H. Green, Wanda H. Jackson,  
George Siberón, Donna M. Tuman, Alex Figueroa, Student Trustee.

Absent: Edward Powers

Also in attendance: President Keen, VP Collins

1. Approval of Minutes

Chair Gardyn requested a motion to approve the minutes of September 4, 2018. Trustee Weiss moved the motion; seconded by Trustee Durso. Motion carried 9-0.

2. Trustee Weiss introduced the following resolution:

**RESOLVED**, THAT NASSAU COMMUNITY COLLEGE BOARD OF TRUSTEES APPROVES THE APPROPRIATION OF \$2,706,291 IN EQUAL AMOUNTS OF REVENUE AND EXPENSES AS FOLLOWS:

| <u>SOURCE</u>  | <u>APPROPRIATION<br/>REQUEST</u> |
|--|----------------------------------|
| PSEG rebates (Life Sciences building, LED lights) + SUNY match                             | \$ 779,158                       |
| Trigen revenue from Nassau County (fiscal years 2013/14, 2014/15 and 2015/16) + SUNY match | \$1,293,120                      |
| SUNY reimbursement received in prior years not yet appropriated (Trigen)                   | \$ 224,013                       |
| PSEG rebate (electric vehicle charging station) + SUNY match                               | \$ 80,000                        |
| PSEG rebate (parking lot lighting) + SUNY match  | \$ 70,000                        |
| PSEG rebate (Brick Café energy efficiency) + SUNY match                                    | \$ 200,000                       |
| EVConnect (electric vehicle charging station donation of equipment/labor) SUNY match       | <u>\$ 60,000</u>                 |
| <b>TOTAL</b>   | <b>\$2,706,291</b>               |

Chair Gardyn requested a motion to consider this item. Trustee Weiss moved the motion; seconded by Trustee Siberón. Motion carried 10-0.

Chair Gardyn made a motion under Article VIII section C(6) of the Rules of Procedure to allow for the consideration of four (4) items that does not appear on the Calendar. Trustee Durso seconded the motion. Motion carried 9-0.

2. Trustee Jackson introduced the following resolution:

**RESOLVED**, THAT UPON THE RECOMMENDATION OF THE POLICY & PLANNING COMMITTEE AT ITS MEETING OF SEPTEMBER 4, 2018, FOLLOWED BY TWO READINGS OF THE POLICY BY THE BOARD OF TRUSTEES AND PUBLIC DISCUSSION, THE BOARD OF TRUSTEES OF NASSAU COMMUNITY COLLEGE ADOPTS POLICY 6800: PROCUREMENT AND THAT THE SAME BE SUBSEQUENTLY INCORPORATED INTO THE POLICY MANUAL OF THE BOARD OF TRUSTEES OF NASSAU COMMUNITY COLLEGE.

Chair Gardyn requested a motion to consider this item. Trustee Weiss moved the motion; seconded by Trustee Tuman. Motion carried 9-0.

3. Policy 2200: Sexual Harassment and Sexual Violence

Trustee Weiss reported that the Policy on Sexual Harassment and Sexual Violence has been changed in order to meet new laws and regulations that are no longer in effect as of October 9, 2018. The committee discussed and reviewed the changes extensively and recommends that pursuant to Policy 1300 Formulation, Adoption, and Amendment of Policies the Board reads and adopts Policy 2200 Sexual Harassment and Sexual Violence immediately in order to meet the New York State deadline. Trustee Weiss introduced the following resolution:

**RESOLVED**, THAT UPON THE RECOMMENDATION OF THE POLICY & PLANNING COMMITTEE FOLLOWED BY DISCUSSION AND THE FIRST READING OF THE POLICY BY THE BOARD OF TRUSTEES AND PUBLIC DISCUSSION, THE BOARD OF TRUSTEES OF NASSAU COMMUNITY COLLEGE ADOPTS POLICY 2200: SEXUAL HARASSMENT AND SEXUAL VIOLENCE AND THAT THE SAME BE SUBSEQUENTLY INCORPORATED INTO THE POLICY MANUAL OF THE BOARD OF TRUSTEES OF NASSAU COMMUNITY COLLEGE.

Chair Gardyn requested a motion to consider this item. Trustee Tuman moved the motion; seconded by Trustee Green. Motion carried 9-0.

4. Trustee Figueroa introduced the following resolution:

**BE IT RESOLVED** THAT THE BOARD OF TRUSTEES HEREBY AUTHORIZES THE PRESIDENT OF THE COLLEGE TO EXECUTE A SETTLEMENT AGREEMENT AND MUTUAL GENERAL RELEASE REGARDING THE EMPLOYMENT OF A CERTAIN EMPLOYEE ON BEHALF OF NASSAU COMMUNITY COLLEGE, AND BE IT FURTHER

**RESOLVED** THAT THE BOARD OF TRUSTEES ACCEPTS THE IRREVOCABLE LETTER OF RETIREMENT OF THE EMPLOYEE WHO IS THE SUBJECT OF SAID AGREEMENT, SUBJECT TO RECEIPT BY COUNSEL TO THE COLLEGE OF A LETTER OF RETIREMENT.

Chair Gardyn requested a motion to consider this item. Trustee Durso moved the motion; seconded by Trustee Figueroa. Motion carried 9-0.

5. Discussion and First Reading – Amendment Policy 3100: News Media Relations

Trustees Weiss reported that the committee discussed and reviewed the changes to Policy 3100 extensively based upon feedback from constituencies in the community. Dr. Keen added that the administration considered and accommodated various changes offered and recommends adoption of Policy 3100 at the November Board of Trustees meeting.

Trustee Weiss introduced the following resolution:

**RESOLVED**, THAT THE POLICY & PLANNING COMMITTEE HERewith AFFIRMATIVELY RECOMMENDS AND REFERS POLICY 3100: NEWS MEDIA RELATIONS AS AMENDED TO THE BOARD FOR DISCUSSION AND A FIRST READING AT ITS BOARD MEETING SCHEDULED FOR OCTOBER 9, 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 Gardyn requested a motion to consider this item. Trustee Weiss moved the motion; seconded by Trustee Durso. Motion carried 9-0.

Dr. Keen reported on the following items:

1. During the 2016-2017 year we assembled a group comprised of the Vice President of Academic Affairs, Vice President of Academic Student Services, Chair of the Academic Senate, President of the NCCFT, Chair of Chairs and the President of the AFA to help formulate the College's response to the Middle States accreditation issues. As a result of this work the group decided to convene on a continuing basis as the Governance Council to discuss issues important to the College and to provide guidance, but not to intervene in areas of governance that are the province of the Academic Senate, which stands with its own Bylaws and role. In recognizing that one of the major issues confronting the College is enrollment – specifically, its drop-off – the Governance Council last spring decided to hold a colloquium on “The Future of the College” in the context of addressing the declining enrollment. We held the Colloquium on Friday, October 5. The focus was on three general areas: 1) *attracting and enrolling more students*; 2) *retaining students*; and 3) *assuring that students earn an Associate degree*. He is pleased that Trustees Weiss and Siberón participated and gratified with the outcome of the colloquium. A report will be provided shortly on the recommendations from the six sessions held during the day.

2. On September 25, 2018, we held a ceremony to honor Hussain Emin, a dedicated Professor who retired five years ago and recently bestowed a gift of \$25,000 to fund scholarships for students in the Accounting & Business Department. We have named a lab the Professor Hussain Emin Learning Center identified by a plaque.
3. Dr. Keen invited all the male Board members to participate in the Men Who Cook fundraising event on Thursday, November 1 in the Multi-Purpose Room of the CCB. Women Board members and all others are welcome, and encouraged all to invite friends to purchase a ticket to help raise money for the NCC Foundation. Dr. Keen has participated for the past two years, and cooked for one, and the food is excellent.
4. Dr. Keen invited all to attend the NCC Foundation Lighting Ceremony on the Day of Giving on the evening of Thursday, October 25 at the Theodore Roosevelt Building and at which County Executive Laura Curran will preside.

Vice Chair Weiss praised the colloquium she and Trustee Siberón attended; it was fascinating and informative. She complimented Dr. Keen and all the presenters. She commented how she read on allncc that Public Safety Director Chief Roddini at the Academic Senate meeting had noted the College's ongoing changeover to an electronic access system in parking lots and the associated officer training to strengthen campus security. She commended the faculty for doing incredible things.

#### Speakers

Stefan Krompiew, AFA President, echoed Vice Chair Weiss's remarks about the quality of the colloquium. A coordinator of one of the presentations, he was very gratified by the content of information from all participants. So much is happening at NCC for students, particularly with respect to recruitment and retention. The colloquium reinforced the benefit of sharing information, great ideas that work in one department may be more readily implemented in others moving forward. He perceives an essential opportunity to make significant strides in developing and funding the Marketing Department. He highlighted the need for initiatives and for assigning people with experience and success to bring in more students. Noting how paying someone a mere few hundred dollars could bring in \$10,000 – \$20,000 in tuition for a single 2-year student, he cited how Suffolk County Community College understands this beneficial return on investment by spending \$1,000,000 on its promotional budget and on monitoring the effects of its marketing. He reiterated Dr. Keen's encouragement to attend the fundraising event of *Men Who Cook*. He emphasized how the adoption of *Policy 3100 News Media Relations* reflects the current collaborative process, wherein the Board considered various recommendations, reconciled them and made adjustments.

Trustee DeGrace endorsed Stefan Krompiew's comments, avowing that he would be eager to volunteer to serve on a committee that ought to convene sooner than later to help devise strategies to increase enrollment, the earlier report on which served as a rude awakening about the decline and corresponding evaporating funding. Twice each year he returns to the high school from which he graduated to impress the importance of education. He believes that every Board member should similarly speak with students to emphasize further why it is important to go to NCC in particular.

Trustees Durso and Siberón expressed strong agreement with Trustee DeGrace. Trustee Siberón elaborated that his 40 years of experience in the not-for-profit world inspired his desire to join the Board. The 10% decrease in enrollment and the related reduction in funding are disheartening. Significant numbers of students come to NCC from his area, the Freeport-Roosevelt-Hempstead-Uniondale-Westbury corridor. It is incumbent upon all to do a better job of outreach to high school students and their guidance counselors to advocate that a \$5,000 – \$10,000 investment in a 2-year college before finishing your final two years at a 4-year college is a viable alternative to the \$40 – \$50K or more for all four years at a 4-year college.

Stefan Krompfer asserted that we need to promote NCC as the first choice of high school graduates. Too many students leave a 4-year college unhappy in their career choice. At a 2-year college students: 1) can be involved in activities, learn about what they want to do and then transfer to a 4-year college; 2) have a better chance to get into a better 4-year college; 3) spend much less, especially with transfer scholarships; and 4) choose 4-year college that better suits their needs. We need to do a better marketing job to facilitate prospective students' connection to our degree and certificate programs.

Chair Gardyn concurred with the imperative to pursue these initiatives.

John Joseph Budnick, 1969 NCC graduate, stated he is very worried that State aid to the College is down to about 24%. When the community college system was established, the funding distribution was 1/3 each by the College, State and County. The County Legislature has not made any increases in years. (Chair Gardyn interjected that it has been 11 years.) Students who are being compelled to cover the bulk of the difference will seek alternatives for a better deal, which he believes is a factor in the declining enrollment. Marketing needs to reach the middle schools in order to establish a good reputation to attract younger students. He asked whether classes are being given on how to administer the medication Narcan to block or counteract opioid overdoses. As the former anti-sexual harassment officer for Oyster Bay, he commends the College's efforts. He hopes that students are being informed about problems with other students and with staff on campus and in the community. He highly recommends consulting with Dr. Jeffrey Reynolds, Executive Director of Family and Children's Association, a great resource on this issue. The Board deserves a Congressional medal of honor for using money from the contingency fund during the previous fiscal year to relieve the student burden.

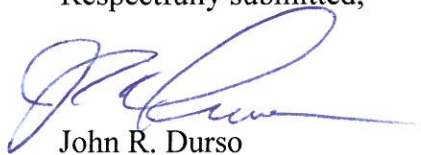
Richard Newman, NCCFT Secretary, suggested that another means of publicizing the College, which he mentioned to Dr. Keen at the colloquium, would be to promote how many faculty and administrators started out as NCC students and chose to work here to reciprocate the positive experience. On behalf of the NCCFT Executive Committee, he expressed how wonderful it is to have witnessed the collaboration of faculty, administration, and representatives from across the College at the colloquium so closely focused on retention and recruitment. He also conveyed the NCCFT Executive Committee's gratification with the manner in which Dr. Keen and the Board were receptive to revising News Media Relations Policy 3100. Frank Frisenda had raised faculty concerns with Dr. Keen shortly after the first version had been passed, and the responsiveness reflects the emerging cooperation that we should keep in mind during the Presidential search.

Chair Gardyn announced the next Capital and Finance BOT Committee meeting is scheduled for Tuesday, November 13, 2018 at 5:00 p.m. followed by the Full Board meeting. The Board will open the public session between 6:15 and 6:30 p.m. and resume the public session approximately 7:30 p.m.

Chair Gardyn requested a motion to adjourn the meeting. Trustee DeGrace moved the motion; seconded by Trustee Weiss. Motion carried 9-0.

Meeting adjourned at 8:10 p.m.

Respectfully submitted,



John R. Durso  
Secretary Pro Tem