

**ROCKLAND COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
WORKSHOP  
WEDNESDAY, JULY 16, 2008**

A Workshop of the Rockland Community College Board of Trustees was held Wednesday, July 16, 2008, at 145 College Road, Suffern, New York 10901.

- Trustees Present:** Dr. Arlene W. Clinkscale, Board Chairwoman  
Ms. Mary Lou Dillon, Mr. Richard Kohlhausen, Ms. Caroline Osinga,  
Mr. Richard Voigt, Mr. Martin Wortendyke
- Trustees Absent:** Mr. Chad Agrawal (excused), Mr. Juan Del Pilar, Ms. Susan Oelkers-Ramos (excused),  
Dr. Sonya Shapiro (excused)
- Also Present:** Dr. Cliff L. Wood, Prof. Bill Baker, Dr. Eugene Henderson Jr, Mr. Morton Meyers, Mr.  
Lawrence Ferrier
- Absent was:** Hon. Frank Sparaco, Legislative Liaison

The meeting was called to order at 6:40 p.m. by Chairwoman Clinkscale.

**MOTION & ACTION**

By Trustee Wortendyke, second by Trustee Voigt, and unanimously approved, to accept the meeting agenda, as amended, to omit the presentation on Emergency Notification Procedures under the President's Report.

The agenda items were discussed (see attached).

**President's Agenda**

- 50<sup>th</sup> Anniversary Commemoration – Will run from Fall 2009 until Spring 2010, and incorporate high school students, retired employees and former trustees. The College will announce a Capital Campaign during the 50<sup>th</sup> Anniversary celebrations to be continued beyond that commemoration.

**Academic Affairs**

Prof. Baker reported on Academic Affairs:

- The pass rate for our students sitting for the NCLEX exam has increased from the 80's to over 93%. The backlog of students for the Nursing Program has been reduced.
- Enrollment for \*CPPD has reduced by comparison with last Spring.
- The promotion process for faculty, per the Reappointment, Tenure and Promotion Policy, was outlined.
- Several proposed resolutions were discussed, as well as screening processes for applicants.

**Student Development**

- Our Tennis team's only victory was against Nassau Community College.
- We are conducting a Summer Bridge Program for physically disabled students.
- Mr. Brian Merritt, Director of the Haverstraw Center, was re-elected to the Board of Directors for the Greater Haverstraw Chamber of Commerce. Ms. Maria Rivera, assistant at the Haverstraw Center, was also elected to the Chamber of Commerce. Mr. Merritt has been meeting with the Vice President of Financial Planning for Morgan Stanley regarding scholarships for students at the Haverstraw Center.
- Financial Aid for Summer 2008 increased by over 25% by comparison with 2007, due to the aggressive outreach of Ms. Debra Bouabidi, Director of Financial Aid.
- NACElink training continues for the Career Services Center.
- The proposed resolution confirming the re-appointment of the Liberty Partnership Director was discussed.

\* CPPD - Center for Personal & Professional Development

### **Finance & Administration**

Mr. Meyers reported on Finance & Administration:

- The Campus Fun and Learn project is on schedule and the Groundbreaking Ceremony for the new Theresa Morahan Simmons Center for Children and Families is scheduled for Sunday, July 27. It is hoped the new facility will be ready for occupancy by February 2009.
- Colden Corporation has been hired by the County to examine environmental conditions on campus. Their consultant will be holding interviews with all interested RCC staff members. The College is also devising a “mold prevention” plan.
- Negotiation of new contracts with both faculty unions is under way.
- The final figures for Summer enrollment are 5.97% over the previous year. Early Fall registration is approximately 12.5% over the previous year, but it is too early for projections based on these statistics.
- The College’s financial report/status was reviewed.
- Proposed resolutions for outside Payroll Services and printing of \*CPPD brochures were reviewed.

President Wood, Mr. Meyers and Mr. Ferrier responded to questions from trustees.

### **Recommendations**

- Amend the second WHEREAS clause of Resolution 44-2008 to read “The State Education Department has confirmed....”
- The College administration should clarify that its Career Services are intended for students and alumni.
- Insert “in Option 1” in the final RESOLVED clause of Resolution 46-2008 to read “...as outlined in Option 1 in the Bid Analysis....”

The following resolutions were recommended for forwarding to the Board Meeting for consideration:

- Faculty Appointments (Resolutions 38-2008, 39-2008 and 40-2008)
- Approval of Faculty Promotions (Resolution 41-2008)
- Personnel Appointment: Dean of Instruction (Resolution 42-2008)
- Personnel Appointment: Director of Program Operations (Resolution 43-2008)
- Confirmation of Personnel Re-appointment: Director of Liberty Partnership Program (Resolution 44-2008)
- Approval of Lowest Responsible Bidder – Payroll Services, Contract Number RFP-FI-17-08 (Res. 45-2008)
- Approval of Lowest Responsible Bidder – Center for Personal and Professional Development Schedule of Classes Fall 2008, Contract Number RFB-CE-23-08 (Resolution 46-2008), as amended

### **MOTION & ACTION**

By Trustee Wortendyke, second by Trustee Dillon, and unanimously approved, to go into executive session at 8:30 p.m. to discuss litigation issues.

### **MOTION & ACTION**

By Trustee Wortendyke, second by Trustee Dillon, and unanimously approved, to come out of executive session at 9:05 p.m.

### **MOTION & ACTION**

By Trustee Voigt, second by Trustee Dillon, and unanimously approved, to adjourn at 9:06 p.m.

**Rockland Community College  
Board of Trustees  
Workshop**

**Meeting Date:** July 16, 2008  
**Time:** 6:30 p.m.  
**Place:** Room 6205, Brucker Hall

**Agenda**

**I. President's Agenda**

**Dr. Cliff L. Wood**

1. Presentation on Emergency Notification Procedures
2. 50<sup>th</sup> Anniversary Commemoration

Mr. William Murphy

**II. Academic Affairs**

**Vice President, Prof. Bill Baker**

1. Academic Affairs Update
2. Faculty Appointments (Resolutions 38-2008, 39-2008 and 40-2008)
3. Approval of Faculty Promotions (Resolution 41-2008)
4. Personnel Appointment: Dean of Instruction (Resolution 42-2008)
5. Personnel Appointment: Director of Program Operations (Resolution 43-2008)

**III. Student Development**

**Vice President, Dr. Eugene Henderson Jr.**

1. Student Development Update
2. Confirmation of Personnel Re-appointment: Director Liberty Partnership (Res. 44-2008)

**IV. Finance & Administration**

**Vice President, Mr. Morton Meyers**

1. Finance & Administration Update/ Fiscal Report
2. Approval of LRB: Payroll Services (Resolution 45-2008)
3. Approval of LRB: \*CPPD Brochures (Resolution 46-2008)