

**ROCKLAND COMMUNITY COLLEGE
BOARD OF TRUSTEES
WORKSHOP
WEDNESDAY, MAY 11, 2011**

A Workshop of the Rockland Community College Board of Trustees was held Wednesday, May 11, 2011, at 145 College Road, Suffern, New York 10901.

Trustees Present: Mr. Martin Wortendyke, Board Vice Chairman; Dr. Arlene W. Clinkscale, Ms. Mary Lou Dillon, Board Secretary; Ms. Caroline Osinga, Mr. Richard Kohlhausen, Mr. Ali Rizvi, Dr. Sonya Shapiro.

Trustees Absent: Mr. Richard E. Voigt, Board Chairman (excused); Ms. Susan Oelkers-Ramos, (excused); Dr. D. Penny Jennings (excused).

Also Present: Dr. Cliff L. Wood, President; Dr. Susan Deer, Vice President of Academic Affairs; Mr. Morton Meyers, Executive Vice President; Mr. Lawrence Ferrier, Associate Vice President Finance; Ms. Karen Gualtieri, Interim Vice President of Student Development; Ms. Megan Hannigan, Assistant to the President/Secretary to the Board of Trustees; Mr. Angel Torres, Student Trustee for 2011-12.

Absent was: Hon. Gerold Bierker, Legislative Liaison (excused), Hon. Alden Wolfe, Legislative Liaison (excused).

The meeting was called to order at 6:30 pm by Vice Chairman Wortendyke, who substituted as Chair of the meeting in Chairman Voigt's absence.

Vice Chairman Wortendyke welcomed new Student Trustee Angel Torres to the Board Workshop.

The agenda items were discussed (see agenda attached).

Presentation

Mr. Morton Meyers, Executive Vice President distributed a handout of the presentation and reviewed the budget highlights for 2011-2012. The following issues were discussed:

- State aid is influential to the budget. In 2008-2009 budget allowed for \$2,675 per FTE; it has been steadily reduced each year since then.
- Enrollment is key factor that has helped offset decline of state aid.
- Tuition revenue will increase by 12.78% of which 8.5% is a rate increase and the balance of 4.28% is based upon projected enrollment.
- There is a proposed tuition increase of \$150 per semester, \$12 per credit.
- Total budget has increased steadily over last 10 years but county and state aid has grown very little.
- The total proposed is \$65,158,660.00.
- Group discussion.

President's Agenda

President Wood reminded the Board of upcoming Commencement on May 22, 2011. Megan will send an email with details to the Board.

- Dr. Wood is meeting with Joan Silvestri, Commission of Personnel, with regard to the peace officers issues. The Holiday scheduling is also being reviewed.
- Board support is needed to make our concerns heard with regard to contracts. The Board requested time to review contracts.
- A comparison of 2011 & 2012 Board Workshop & Meeting Calendars is a work in progress. Megan is checking with Honor Society organizations on campus for event dates.
- Prior to one of the June meetings, the RCC Foundation will hold a reception to honor those that made

donations to the RCC First Annual Campaign.

- It is time to review the Memo of Understanding between RCC and the RCC Foundations. Trustees should have suggestions and questions ready for next month's workshop.
- Issues related to labor relations were discussed in a closed session at the end of the workshop.

Academic Affairs

Dr. Susan Deer, Vice President of Academic Affairs, reviewed Academic Affairs report.

- A resolution for program discontinuance for the A.S. Degree in Human Services was proposed and reviewed. This program was de-activated in 2007, now up for discontinuance. There are not any students currently in program.
- A Resolution for the personnel appointment for the Director of Academic Support Services, Mr. Thomas P. Della Torre was proposed and reviewed.
- The American Bar Association has asked that the paralegal program be reapproved. This will be for seven years.
- The RCC film festival was held last week and was overseen by Janice Goldstein. The festival was a great success.
- SUNY approved our proposed engineering degree.

Student Development

Ms. Karen Gualtieri, Interim Vice President of Student Development, reviewed the Student Development report.

- The campus has been busy with the recent Youthfest, festivals and other activities.
- Graduation is approaching. There is a total of about 800 students that are due to graduate this May, 285 have purchased their caps and gowns, and this number is growing. There will be a large class this year. We are ahead of schedule in terms of student responses.
- President Wood stated that we need to get more proactive with those students near to or at graduation. We need to reach out to them and explain their transfer options.
- Ms. Gualtieri reviewed High School Program testing results. So far 5 of 7 locations were tested. Scores are high, with students testing well in English. This is indicative of the quality control in the high schools.
- President Wood informed the Board that he sent the results to the superintendents of each school to share the results with them.
- We are looking for ways for more collaboration between our faculty and the faculties of the participating high schools.
- For the Personnel Appointment for the Assistant Director of Disability Services, Monica Jackson was proposed and reviewed.

Other Business

- Trustee Osinga questioned the tuition proposal from NYCCAP that President discussed in his Monday report and if it included the \$4,000 cap. The group discussed the guidelines.

Board Secretary Report

- Trustee Dillon asked for corrections/additions/deletions of the previous meeting minutes from 4/13/11. There were none.
- The Board Retreat proposals were discussed. Trustee Osinga felt the local proposals should be discarded as it would not be appropriate to work with a local facilitator. Trustee Shapiro asked to

eliminate EckOIs group. Trustee Osinga asked to discard the proposal from Nadia Rubaii-Barrett of Binghamton University. The proposal from ACCT, was not declined by any trustee present and will be considered for action at the next board meeting. Absent trustees will be informed of the group's decision and regrets will be sent to the declined proposals. A resolution will be presented to the board for action. Finance and Administration confirm that the \$3,000 fee is covered under the Professional Services budget.

- The By-laws were reviewed. President Wood suggested that editorial changes do not need to be voted on. Each page that contained changes reviewed and discussed.
- An events calendar is being worked on. It would provide the board with a list of events and trustees attending each event, to allow for board representation at all events.

MOTION & ACTION

By Trustee Shapiro, second by Trustee Rizvi, and unanimously approved by trustees: Mr. Martin Wortendyke, Dr. Arlene W. Clinkscale, Ms. Mary Lou Dillon, Ms. Caroline Osinga, and Mr. Richard Kohlhausen, Mr. Ali Rizvi, and Dr. Sonya Shapiro to enter into executive session at 9:04 pm to discuss labor relations.

MOTION & ACTION

By Trustee Osinga, second by Trustee Rizvi, and unanimously approved by trustees: Mr. Martin Wortendyke, Dr. Arlene W. Clinkscale, Ms. Mary Lou Dillon, Ms. Caroline Osinga, and Mr. Richard Kohlhausen, Mr. Ali Rizvi, and Dr. Sonya Shapiro to come out of executive session at 9:36 pm.

No action was taken.

The following resolutions were approved for action at the Board Meeting:

- 29-2011: Program Discontinuance – A.S. Degree in Human Services.
- 30-2011: Appointment of Director of Academic Support Services –Thomas P. Della Torre.
- 31-2011: Appointment of Asst Director of Disability Services – Monica Jackson.
- 32-2011: Board of Trustees Retreat – ACCT Proposal.

MOTION & ACTION

By Trustee Osinga, second by Trustee Rizvi, and unanimously approved by trustees: Mr. Martin Wortendyke, Dr. Arlene W. Clinkscale, Ms. Mary Lou Dillon, Ms. Caroline Osinga, and Mr. Richard Kohlhausen, Mr. Ali Rizvi, and Dr. Sonya Shapiro, to adjourn at 9:37 pm.

**Rockland Community College
Board of Trustees
Workshop
Agenda**

***REVISED 5/10/11**

Meeting Date: Wednesday, May 11, 2011
Time: 6:30 pm
Place: President's Conference Room, Room 6205, Brucker Hall

I. Presentation

Executive Vice President, Morton Meyers

1. Finance Presentation

II. President's Agenda

Dr. Cliff L. Wood

1. 2011 & 2012 Board Workshop & Meeting Calendars (*Attachment*)
2. Human Resources Issues
 - (a) Peace Officers
 - (b) Holiday Schedule
3. RCC Foundation Reception
4. Memo of Understanding - RCC / RCC Foundation (*Attachment*)
5. Labor Relations / Personnel Issues

III. Academic Affairs

Vice President, Susan Deer

1. Academic Affairs Update (*Attachment*)
2. Resolution -2011 – Program Discontinuance – A.S. Degree in Human Services (*Attachment*)
3. Resolution -2011 – Personnel Appointment – Director of Academic Support Services-Thomas P. Della Torre (*Attachment*)

IV. Student Development

Vice President, Karen Gualtieri

1. Student Development Update (*Attachment*)
2. High School Program Testing Results (*Attachment*)
3. Resolution -2011- Personnel Appointment - Assistant Director of Disability Services - Monica Jackson (*Attachment*)

V. Finance & Administration

Executive Vice President, Morton Meyers

1. Finance & Administration Update (*Attachment*)
2. Proposed Operating Budget 2011-2012 (*Attachment*)

VI. Other Business

Board Chairman, Richard E. Voigt

VII. Board Secretary Report

Ms. Mary Lou Dillon

1. *Previous meeting minutes 4/13/11 (corrections/additions/deletions)
2. Board Retreat (*Attachment*)
3. *By-laws
4. *Calendar

VIII. Follow-Up of Previous Queries

[§] **Please note:** Resolutions & Reports which require action by the Board of Trustees are fully discussed at the monthly Board Workshop. All meetings of the Board are open to the public.