

Rockland Community College
Board of Trustees
8/28/2014
Workshop

Meeting Date: August 28, 2014

Time: 5:00 pm

Place: President's Conference Room, Room 6205, Brucker Hall

- I. President's Agenda** **President, Dr. Cliff L. Wood**
1. HR Update (*Attachment*)
 2. Proposed Recharges to Community Colleges (*Attachment*)
 3. EDGE – Educational Development and Growth for Employees for Academic Year 2014-15
 4. Mid-Hudson REDC
 5. New Student Orientation
- II. Academic Affairs** **Provost and Vice President, Dr. Susan Deer**
Associate Vice President, Dr. Roger Davis
Associate Vice President, Mr. Tom Della Torre
1. Academic Affairs Update (*Attachment*)
- III. Student Services** **Associate Vice President , Ms. Dana Stilley**
1. Student Services Update (*Attachment*) **Associate Vice President, Dr. James Siegel**
- IV. Finance & Administration** **Vice President, Dr. Nayyer Hussain**
1. Finance and Administration Update (*Attachment*)
 2. Workplace Violence Prevention Policy (Resolution 40-2014)
- V. Board Secretary Report** **Board Secretary, Mary Lou Dillon**
1. Previous Meeting Minutes 07/24/14 (*corrections/additions/deletions*)
- VI. Foundation Report** **President, Dr. Cliff L. Wood**
- VII. NYCCT Report** **NYCCT Representative, Dr. D. Penny Jennings**
- VIII. Student Government Association Report** **SGA Representative, Ms. Samantha Wertheim**
- IX. Old/New Business** **Board Chair, Dr. Arlene W. Clinkscale**
1. Discussion and Nominations for Board of Trustees Leadership Positions
 2. Discussion on Adopting a Consent Agenda
 3. Discussion on Holding One Joint Workshop and Meeting per month
 4. Amendment to the Employment Contract of President Cliff L. Wood (Resolution 41-2014)
 5. Establishing the President's Authority to Hire Employees without Board Approval (Resolution 42-2014)

§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.

**ROCKLAND COMMUNITY COLLEGE
BOARD OF TRUSTEES
WORKSHOP MINUTES
Thursday, August 28, 2014**

A Workshop of the Rockland Community College Board of Trustees was held Thursday, August 28, 2014, at 145 College Road, Suffern, New York 10901.

Trustees Present: Dr. Arlene W. Clinkscale, Board Chair; Mr. Martin Wortendyke, Board Vice Chair; Ms. Mary Lou Dillon, Board Secretary; Mr. Gerold M. Bierker, Dr. D. Penny Jennings, Ms. MariEllyn Dykstra Donnellan, Ms. Samantha Wertheim

Also Present: Dr. Cliff L. Wood, President; Mr. Joseph Marra, Associate Vice President of Finance/Controller; Mr. Ben Naylor, Assistant to the President/Secretary to the Board of Trustees; Ms. Dana Stilley, Associate Vice President of Enrollment Management; Mr. Tom Della Torre, Associate Vice President of Academic and Community Partnerships; Dr. Susan Deer, Provost and Vice President of Academic Affairs and Student Services; Dr. Nayyer Hussain, Vice President of Finance and Administration

Absent was: Ms Susan Oelkers-Ramos (excused), Mr. Joseph Rand (excused)

- The meeting was called to order at 5:12pm by Chair Clinkscale.
- Chair Clinkscale welcomed Ms. Samantha Wertheim, Student Trustee for Academic Year 2014-15, to the Board.
- Trustee Wertheim introduced herself to the Board.

President's Agenda

- Dr. Wood expressed his thanks to the Foundation for the plaque in honor of the late Dr. Sonya Shapiro which the Foundation presented to the Shapiro family.
- Dr. Wood provided the HR Update.
 - All new faculty members are in place; the College is finalizing one position, a grant-funded Green Building Technology position.
 - In the process of filling positions of Assistant Director of Academic and Community Partnerships and Director of Academic Advisement.
 - Informed the Board of several faculty retirements.
- Dr. Wood provided other updates:
 - SUNY's proposed recharges to community colleges.
 - The EDGE Program; 100 students are registered.
 - The Mid-Hudson REDC; several businesses have expressed interest in working with RCC on the Start Up NY program.
 - The New Student Orientation which was emceed by Dr. Roger Davis.
 - The Adjunct Orientation which was a well-attended event.
- Vice Chair Wortendyke suggested that Board members email questions to be addressed at the September workshop.

Academic Affairs Report

- RCC is two years away from the Middle States Self-Study. Academic Affairs will be putting together the steering committee this fall.
- RCC will be one of the few community colleges participating in SUNY Complete.
- In response to faculty concerns about class schedules, Academic Affairs put together a Cancellation of Lowly Enrolled Classes meeting. Division Chairs and Department Chairs were brought in and discussed why they thought a lowly enrolled class should not be cancelled. Some good informed decisions were made as a result of this discussion.

- Student Drop was discussed. 1500 students had registered for classes but had not paid their bill. These students were alerted that they would be dropped from enrollment in their classes. As of the workshop, only 198 were indeed dropped, and 82% of those students reregistered.
- The High School program was discussed.
- Dr. Deer announced that she was personally asked by SUNY Chancellor Nancy Zimpher to be one of two Chief Academic Officers across all 64 campuses to be part of her NY Teach Advisory Council.

Student Services Report

- SUNY Complete – an MOU was signed in mid-July with SUNY Albany and Empire State to be an active participant in the project. It will reach out to students who have not been enrolled in some time to hopefully get the student to return to RCC to complete their degree.

Finance and Administration Report

- Dr. Hussain presented the monthly financials.
- Workplace Violence Prevention Policy (Resolution 40-2014)

Board Secretary Report

- Trustee Dillon asked for corrections / additions / deletions to the minutes from the June 26, 2014 Board Meeting.

Foundation Report

- The Golf Outing was successful, the financials will be available next month.

NYCCT Report

- NYCCT Conference is occurring September 18-21 in Saratoga Springs, NY.
- Wilbur Aldridge will be receiving the NYCCT Distinguished Alumnus for Civic Contribution Award.

Old/New Business

- Staff was excused in order for the Board to discuss internal Board business. The issues included: the election slate for upcoming election, consent agenda, the number of meetings per month, President Wood's salary, hiring of upper level administration.

MOTION & ACTION

By Trustee Wortendyke, second by Trustee Bierker, and unanimously approved by trustees: Clinkscale, Wortendyke, Dillon, Bierker, Dykstra-Donnellan, Jennings, and Wertheim to adjourn at 6:59pm.