

AGENDA

- I. Call to Order
- II. Pledge of Allegiance
- III. Roll Call
- IV. Approval of Agenda
- V. Public Comment
- VI. Consideration of Minutes for Meeting held on July 23, 2024
- VII. COMMITTEE REPORTS
 1. Academic & Student Affairs (L. Gharthey, Chair)
 2. Board Policy (I. Guzman, Chair)
 3. Finance & Facilities (S. Caswell, Chair)
 1. Approval of the Bid for Background Checks (Res # 2024-60)
 2. Approval of the Bid for Electrical Fire Alarm Maintenance (Res # 2024-61)
 3. Approval of the Bid for Elevator Maintenance (Res # 2024-62)
 4. Approval of the Bid for Water Based Fire Alarms (Res # 2024-63)
 5. Approval of the T-Mobile Frequency Sale (Res #2024-64)
 6. Approval of the Revised 2025-2029 Capital Plan (Res #2024-65)
 7. Approval of the Use of Fund Balance to address Gramm-Leach-Bliley Act (GLBA) Plan (Res #2024-66)
 4. Personnel and Community Relations (A. Flesland)
 1. Approval of Management Confidential Salary Increases (Res # 2024-67)
 2. Approval of the Contract Extension for President, Dr. Peter Jordan (Res # 2024-68)
- VIII. Report of the Student Trustee
- IX. Report of the Chairperson
- X. Report of the President
- XI. Other Business
- XII. Date of Next Meeting – **September 24, 2024**
- XIII. Adjournment

B. Board Policy (I. Guzman, Chair)

Mr. Guzman provided the Board with a summary of items discussed at the last Board Policy Committee meeting held on July 10, 2024:

1. Approval of the Admission Age Requirement Policy (Res # 2024-54)

I. Guzman offers the following resolution and moves its adoption:

WHEREAS, in keeping with good governance practices, the Board of Trustees Policy Committee reviews the College's policies on a regular basis, and

WHEREAS, to comply with regulations, a policy on the Admissions Age Requirement and Academic and Safety Concerns for Students who are Minors has been written, and

WHEREAS, a public hearing with the Board of Trustees generated feedback from the College community that was incorporated, and

WHEREAS, the Policy Committee finds said policy to be appropriate to the needs of the College, now, therefore, be it

RESOLVED, that, based upon the recommendations the Policy Committee, and review by the Board of Trustees, the attached policy on the Admissions Age Requirement and Academic and Safety Concerns for Students who are Minors, which shall be made part of the official minutes of this meeting, is hereby approved, and be it

RESOLVED, that this policy shall be effective immediately, and be it

FURTHER RESOLVED, that the Board reconsider this policy again within five years or earlier should it be determined revisions are needed prior to the scheduled review date.

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Seconded by **L. Pratt**

Motion Carried Unanimously

2. Approval of the Revised Policy on Sex Discrimination and Sexual Harassment (Title IX) Policy (Res #. 2024-55)

I. Guzman offers the following resolution and moves its adoption:

WHEREAS, in keeping with good governance practices, the Board of Trustees Policy Committee reviews Board and College administrative policies on a regular basis, and

WHEREAS, based upon this review and input from the members of the Board of Trustees, the Policy Committee has determined that the policy on Sex Discrimination and Sexual Harassment (Title IX) must be revised to be compliant with law effective August 1, 2024, now, therefore, be it

RESOLVED, that, based upon the recommendation of the Policy Committee and review by the Board of Trustees, the revised policy on Sex Discrimination and Sexual Harassment (Title IX), which is attached and shall be made part of the official minutes of this meeting, is hereby approved, and be it

FURTHER RESOLVED, that this policy shall be effective immediately, and, be it

FURTHER RESOLVED, that the Board reconsider this policy again within five years or earlier should it be determined revisions are needed prior to the scheduled review date.

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Seconded by **B. Biersack**

Motion Carried Unanimously

C. Finance & Facilities (L. Pratt)

Ms. Pratt provided the Board with a summary of items discussed at the last Finance & Facilities Committee meeting on July 8, 2024.

1. Approval of the Bid for the Dutchess Hall Elevator Design (Res#. 2024-56)

L. Pratt offers the following resolution and moves its adoption:

WHEREAS, the Dutchess Hall Renovations Phase I Capital Project was approved by the Board of Trustees of the State University of New York, the Board of Trustees of Dutchess Community College and the Dutchess County Legislature, and

WHEREAS, Request for Proposals for Architectural/Engineering Services for Dutchess Hall Elevator were requested on RFP-DCC-08-2024, and

WHEREAS, there were five (5) proposals received as shown on the tabulation sheet attached to this resolution, and

WHEREAS, the College has reviewed each proposal, and interviewed the top three firms that met the project specifications, and

1. Approval of Board Meeting Dates for the 2024-2025 Academic School Year (Res. #2024-58)

A. Flesland offers the following resolution and moves its adoption:

BE IT RESOLVED, that, based upon the recommendation of the President of the College, the attached list of Board Meeting dates for 2024-2025, which shall be made part of the official minutes of this meeting, is hereby approved.

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Seconded by **F. Castella**

Motion Carried Unanimously

2. Approval of Regular Retirement for Elaine Myrianthopoulos (Res # 2024-59)

A. Flesland offers the following resolution and moves its adoption:

BE IT RESOLVED, that, based upon the recommendation of the President of the College, the retirement of Elaine Myrianthopoulos, Nursery School Educator in the Department of Early Childhood and Elementary Education, is hereby granted, effective August 15, 2024, and be it

FURTHER RESOLVED, that approval is granted to pay the appropriate benefits earned, and be it

FURTHER RESOLVED, that, in recognition of his dedicated service to Dutchess Community College, Ms. Myrianthopoulos be granted emeritus status upon her retirement, and be it

FURTHER RESOLVED, that the Board of Trustees extends its sincere appreciation to Ms. Myrianthopoulos for her valuable contributions to the College’s educational program during her tenure and wishes her the very best in her retirement and future endeavors.

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VIII. Report of the Student Trustee

Mr. Biersack reported on recruiting for open leadership positions in SGA for the 2024-2025 Academic school year.

IX. Report of the Chairperson

Vice-Chair Flesland highlighted college-wide activities for the month of July 2024.

VII.

Finance and Facilities1. Approval of the Bid for Background Checks (Res # 2024-60)

A Request for Proposal (RFP) for Pre-Employment Background Screening Services Providers was issued. Background screenings are conducted for each prospective employee that has received a conditional job offer. The College has varying levels of needs for background screening services based on the position the prospective employee is being hired for. The anticipated needs of searches to be conducted for the College are determined based on the positions.

In fiscal year 23/24 the total expense to date for this service is \$16,306.85. In fiscal year 22/23 the expense was \$23,430.75.

2. Approval of the Bid for Electrical Fire Alarm Maintenance (Res. #2024-61)

A Request for Bid (RFB) was issued for the service/maintenance of the College's fire alarm system. The service to be performed includes the periodic testing, calibration, and maintenance, as needed, of the electric, automatic, and manual fire alarm system on campus.

3. Approval of the Bid for Elevator Maintenance (Res # 2024-62)

Elevator preventive maintenance programs are designed to maximize equipment reliability and minimize down time. Regular preventive maintenance and mandatory safety tests will result in fewer breakdowns and costly emergency repairs. The life expectancy of the equipment will be increased, resulting in long term savings.

4. Approval of the Bid for Water Based Fire Alarms (Res # 2024-63)

Bids were received for the Testing and Maintenance of all the Water Based Fire Alarm Systems. All work including inspections, maintenance, testing and cleaning shall be done in accordance with NFPA Standard 25 Inspection, Testing, and Maintenance of Water Based Fire Protection Systems, Current Edition. It is recommended that Arco Protection Systems, the low bidder, be awarded the contract. Arco Protection Systems is our existing vendor and has provided satisfactory service to the College. This contract will be for a one-year period with the option to extend the contract for two additional one-year periods.

5. Approval of the T-Mobile Frequency Sale (Res # 2024-64)

On February 22, 2006, Dutchess Community College (DCC) entered into a 30-year lease agreement with Sprint (now T-Mobile) to lease Educational Broadband Service (EBS) channels under the call signs WLX207 and WHR978 (2 channels under each call sign). The lease was for an initial 10 years with a total of two (2) renewal terms for 10 years each.

On April 17, 2012 the addition of 2 more channels for each call sign was added to the lease agreement and the rates were adjusted accordingly. DCC is currently in year 18 of the 30-year lease.

In February, T-Mobile contacted DCC and offered to purchase the two (2) call signs from DCC. DCC countered with an offer. A purchase agreement was provided to DCC from T-Mobile. The purchase agreement was reviewed by DCC legal counsel and suggested changes were submitted to T-Mobile for review. T-Mobile accepted the changes on August 7, 2024.

6. Approval of the Revised 2025-2029 Capital Plan (Res #2024-65)

Based on recent meetings with the County's capital planning committee, the College has revised the order of the proposed 2025-2029 capital projects (see earlier Resolution #2024-57), which requires Board approval.

7. Approval of the Use of Fund Balance to address Gramm-Leach-Bliley Act (GLBA) Plan (Res #2024-66)

DCC recently went through a compliance audit by the Federal Student Aid Enterprise Cybersecurity Group and identified findings under the Gramm-Leach-Bliley Act (GLBA). The college has designated its newly appointed Chief Information Officer (CIO) to coordinate its information security program and the response to the U.S. Department of Education.

The information security program will support the technology, training, policies, procedures, and processes to achieve compliance and to detect, prevent and respond to attacks, intrusions, or other systems failures. DCC's goal is to mitigate any identified risks to GLBA-related data and/or personally identifiable information (PII).

In response to the audit findings, DCC will take the proposed step as outlined in the GLBA Compliance Plan of Action.

With these measures in place, the CIO will provide a response to U.S. Department of Education indicating what progress has been made so far

and what is in the works.

Funding for the vCISO, the software programs, and any other related GBLA expense will be from the use of fund balance as a strategic investment.

Personnel and Community Relations

1. Approval of Management Confidential Salary Increases **(Res #. 2024-67)**

Salaries increases for management/confidential employees have now been determined for the 2024-2025 fiscal year and require Board approval.

2. Approval of the Contract Extension for President, Dr. Peter Grant Jordan **(Res #. 2024-68)**

The President's contract expired on August 2, 2024. Approval to extend the contract for an additional (4) four months, from August 3, 2024 through November 30, 2024 will need to be approved by the Board. Additionally, Dr. Jordan is eligible for a 4% increase in salary for 2024-2025. During the (4) four-month extension, the Board will work to complete the President's Triennial Evaluation and negotiate a new contract no later than November 15th.

_____ offers the following resolution and moves its adoption:

WHEREAS, a request for proposals was duly advertised and requested for PRE-EMPLOYMENT BACKGROUND SCREENING SERVICES; and

WHEREAS, Seven (7) proposals were received as a result of this solicitation for PRE-EMPLOYMENT BACKGROUND SCREENING SERVICES, RFP-DCC-03-2024, requested on or prior to November 30, 2023; and

WHEREAS, vendors submitted request for proposal prices as shown on the tabulation sheet attached to this resolution; and

WHEREAS, the request for proposal received from First Choice Background Screening, meets the required specifications; and

WHEREAS, funds for the PRE-EMPLOYMENT BACKGROUND SCREENING SERVICES will be made available in the operational budgets associated with the terms of the contract, now, therefore, be it

RESOLVED, that a three (3) year contract for PRE-EMPLOYMENT BACKGROUND SCREENING SERVICES, in accordance with the specifications, be awarded to First Choice Background Screening, Davie, FL.

BE IT FURTHER RESOLVED, the contract will have the option of two (2) one-year renewals

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Seconded by: _____

	Company Name	Company Name	Company Name	Company Name	Company Name
	TruView BSL, LLC Melville, NY	ACCURATESCREENS Oakland, CA	American Data Bank Denver, Co	County Wide Group Melville, NY	
Screening Service Levels Required	Lump Sum Pricing	Lump Sum Pricing	Lump Sum Pricing	Lump Sum Pricing	Lump Sum Pricing
Level 1 Screening Service	\$ 12.00	\$ 15.00	\$ 19.50	\$ 30.00	\$
Level 2 Screening Service	\$ 48.00	\$ 27.99	\$ 46.50	\$ 45.00	\$
Level 3 Screening Service	\$ 54.00	\$ 37.99	\$ 71.50	\$ 60.00	\$
Additional Individual Screening Services	Unit Pricing	Unit Pricing	Unit Pricing	Unit Pricing	Unit Pricing
Criminal History Search (Each additional location)	\$ 8.00	\$ 7.00	\$ 7.00	\$ 9.99	\$
Credit Report with Summary (Bureau Certification Required)	\$ 8.00	\$ 10.00	\$ 12.00	\$ 18.00	\$
Criminal Sex Offender Search	\$ 2.00	\$ 4.00	\$ 6.25	\$ 2.99	\$
Degree Verification (With transcript)	\$ 6.00	\$ 23.00	\$ 25.00	\$ 15.99	\$
Degree Verification (Without transcript)	\$ 10.00	\$ 10.00	\$ 9.00	\$ 10.99	\$
Employee Verification (10-Year basic search)	\$ 36.00	\$ 12.00	\$ 27.00	\$ 15.00	\$
Employee Verification (10-Year Comprehensive and References)	\$45.00-Employment \$36.00- References	\$ 18.00	\$ 27.00	\$ 29.95	\$
Motor Vehicle Report	\$ 2.50	\$ 6.00	\$ 4.95	\$ 25.00	\$
Professional License Verification (Inclusive of Type and State)	\$ 8.00	\$ 5.00	\$ 9.00	\$ 9.95	\$
Social Security Number Trace	\$ 2.50	\$ 3.00	\$ 2.50	\$ 3.99	\$
CDL Background Verification (Include Safety, Drug and Alcohol) OPTIONAL	\$ 16.00	\$ 15.00		\$ 50.00	
Other Services Offered (Pricing Must Accompany any Additional Services Listed):				Social Media Search 49.99	

RFP OPENED BY: _____ RFP TABULATION RECORDED BY: _____

COMMENTS:

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RFP-DCC-03-2024 Background Checks

11/30/2023

3:00:00 PM

	Company Name	Company Name	Company Name	Company Name	Company Name
	FirstChoice Davie, FL	CastleBranch Wilmington, NC	DSI Medical Services, Horsham, PA		
Screening Service Levels Required	Lump Sum Pricing	Lump Sum Pricing	Lump Sum Pricing		Lump Sum Pricing
Level 1 Screening Service	\$ 15.50	\$ 113.30	\$ 27.00		\$
Level 2 Screening Service	\$ 45.25	\$ 132.95	\$ 40.00		\$
Level 3 Screening Service	\$ 53.25	\$ 182.95	\$ 53.00		\$
Additional Individual Screening Services	Unit Pricing	Unit Pricing	Unit Pricing		Unit Pricing
Criminal History Search (Each additional location)	\$ 8.00	\$ 7.00	\$ 11.00		\$
Credit Report with Summary (Bureau Certification Required)	\$ 5.00	\$ 4.00	\$ 12.00		\$
Criminal Sex Offender Search	\$ 3.00	\$ 3.00	\$ 9.00		\$
Degree Verification (With transcript)	\$ 9.50	\$ 50.00	na		\$
Degree Verification (Without transcript)	\$ 8.00	\$ 8.50	\$ 13.00		\$
Employee Verification (10-Year basic search)	\$ 29.75	\$ 19.65	\$ 13.00		\$
Employee Verification (10-Year Comprehensive and References)	\$ 35.00	\$19.65 per verification \$4.80 per reference	na		\$
Motor Vehicle Report	\$ 3.00	\$ 10.40	\$ 13.50		\$
Professional License Verification (Inclusive of Type and State)	\$ 9.00	\$ 4.80	\$ 9.00		\$
Social Security Number Trace	\$ 1.50	\$ 0.60	\$ 3.50		\$
CDL Background Verification (Include Safety, Drug and Alcohol) OPTIONAL	\$ 9.50	\$ 5.60			
Other Services Offered (Pricing Must Accompany any Additional Services Listed):	NYS Criminal History 8, Statewide Criminal history 8, Fed District Criminal 8, Statewide Fed District Criminal		CDL=Is \$8, FMCSA \$7.50,, Safety Performance History \$15.00,		

Social Media \$30.00, Reference check \$18.00, Criminal history \$12.00

RFP OPENED BY: _____ RFP TABULATION RECORDED BY: _____

COMMENTS:

RESOLUTION NO. 2024-61

Board of Trustees, Dutchess Community College
August 27, 2024

_____ offers the following resolution and moves its adoption:

WHEREAS, a request for proposals were duly advertised and requested for the Testing and Maintenance of Electric Fire Alarm Systems on a multi-year basis, and

WHEREAS, proposals were received as a result of the solicitation and were publicly opened and read aloud at 3:00 PM, June 18, 2024, and

WHEREAS, vendors provided prices as shown on the tabulation sheet attached to this resolution, and

WHEREAS, the amount of this bid is reasonable, and

WHEREAS, funds for the Testing and Maintenance of Electric Fire Alarm Systems Contract are available in the Operating budget for the year 2024-2025, now, therefore, be it

RESOLVED, that the proposal received for the Testing and Maintenance of Electric Fire Alarm Systems, in accordance with the specifications, be awarded to Nortek Protection Systems, Wappingers Falls, NY, for a multiple year contract in the amount of \$47,850. This contract is for three years, with the option to extend for two additional one-year terms.

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Seconded by: _____

**DUTCHESS COMMUNITY COLLEGE
POUGHKEEPSIE, NY**

RFB-DCC-20-2024 RE-BID Electric Fire Alarm Testing and Maintenance			
BID OPENING June 18, 2024 @ 3:00PM			
	Vendor	Vendor	Vendor
	Fail-Safe Technical Associates, Inc Pleasant Valley, NY	Nortek Protection Systems Corp Wappingers Falls, NY	
MAIN CAMPUS Annual Price Contract will be paid quarterly	\$ 31,820.00	\$ 34,650.00	
CONKLIN HALL Annual Price Contract will be paid quarterly	\$ 32,000.00	\$ 13,200.00	
TOTAL	\$ 63,820.00	\$ 47,850.00	
Service Technician Price per hour (straight time)	\$ 130.00	\$ 165.00	
Service Technician Price per hour (overtime)	\$ 195.00	\$ 247.50	
Helper Price per hour (straight time)	\$ 130.00	\$ 155.00	

BID OPENED BY" _____

BID RECORDED BY _____

DUTCHESS COMMUNITY COLLEGE
POUGHKEEPSIE, NY

Helper Price per hour (overtime)	\$ 195.00	\$ 232.50	
Parts Mark-Up Percentage over list	\$ 20.00	\$ 10.00	

BID OPENED BY" _____

BID RECORDED BY _____

_____ offers the following resolution and moves its adoption:

WHEREAS, bids were duly advertised and requested for ELEVATOR FULL MAINTENANCE & SERVICE on a multi-year basis, and

WHEREAS, bids were received as a result of the solicitation and were publicly opened and read aloud at 3:00 PM., June 6, 2024, and

WHEREAS, vendors provided prices as shown on the tabulation sheet attached to this resolution, and

WHEREAS, funds for ELEVATOR MAINTENANCE & SERVICE will be made available in the operational budgets associated with the terms of the contract, now, therefore, be it

RESOLVED, that the bid received for ELEVATOR MAINTENANCE & SERVICE be awarded to Ferens Elevator Company., the vendor submitting the lowest aggregate price bid in accordance with the specifications for a multi-year contract in the amounts specified on the attached summary sheet for labor and monthly maintenance. This contract is for three years with the provision for two (2), one-year extensions.

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Seconded by: _____

DUTCHESS COMMUNITY COLLEGE
POUGHKEEPSIE, NY
RFP TABULATION

RFB-DCC-13-2024					
ELEVATOR FULL SERVICE AND MAINTENANCE CONTRACT		Proposal Opening Date: June 6, 2024		Time: 3:00 pm	
	BIDDERS NAME	BIDDERS NAME	BIDDERS NAME	BIDDERS NAME	BIDDERS NAME
MAIN CAMPUS	Ferens Elevator Company Red	Otis Elevator Poughkeepsie, NY	MGI Elevator	Taconic Elevator	
MAINTENANCE AND INSPECTION:					
MONTHLY	\$ 1,416.00	\$ 2,580.00	\$ 3,237.00	\$ 2,400.00	
ANNUAL	\$ 16,992.00	\$ 30,960.00	\$ 35,856.00	\$ 28,800.00	
HOURLY LABOR RATES:					
STRAIGHT TIME	\$ 220.00	\$ 220.00	\$ 249.00	\$ 180.00	
OVERTIME	\$ 440.00	\$ 440.00	\$ 374.00	\$ 230.00	
SUNDAY AND HOLIDAY	\$ 440.00	\$ 440.00	\$ 374.00	\$ 255.00	

BID OPENED BY: _____

COMMENTS: _____

Recorded By: _____

DUTCHESS COMMUNITY COLLEGE
POUGHKEEPSIE, NY
RFP TABULATION

RFB-DCC-16-2024					
ELEVATOR FULL SERVICE AND MAINTENANCE CONTRACT		Proposal Opening Date: July 20, 2024			Time: 3:00 pm
	BIDDERS NAME	BIDDERS NAME	BIDDERS NAME	BIDDERS NAME	BIDDERS NAME
CONKLIN HALL	Ferens Elevator Company Red	Otis Elevator Poughkeepsie, NY	MGI Elevator	Taconic Elevator	
<u>MAINTENANCE AND INSPECTION:</u>					
MONTHLY	\$ 236.00	\$ 500.00	\$ 498.00	\$ 400.00	
ANNUAL	\$ 2,832.00	\$ 6,000.00	\$ 5,976.00	\$ 4,800.00	
<u>HOURLY LABOR RATES:</u>					
STRAIGHT TIME	\$ 220.00	\$ 220.00	\$ 249.00	\$ 180.00	
OVERTIME	\$ 440.00	\$ 440.00	\$ 374.00	\$ 230.00	
SUNDAY AND HOLIDAY	\$ 440.00	\$ 440.00	\$ 374.00	\$ 255.00	

BID OPENED BY: _____

COMMENTS: _____

Recorded By: _____

RESOLUTION NO. 2024-63

Board of Trustees, Dutchess Community College
August 27, 2024

_____ offers the following resolution and moves its adoption:

WHEREAS, bids were duly advertised and requested for the Water-Based Fire Alarm Testing, Service, and Maintenance Contract, and

WHEREAS, bids were received as a result of the solicitation and were publicly opened and read aloud at 3:00 PM, June 20, 2024, and

WHEREAS, vendors provided prices as shown on the tabulation sheet attached to this resolution, and

WHEREAS, the low bid received from Arco Protection Systems, in the amount of \$12,450.00, meets the required specifications, and

WHEREAS, funds for the Water-Based Fire Alarm Testing, Service, and Maintenance Contract are available in the Operating budget for the year 2024-2025, now, therefore, be it

RESOLVED, that the bid received for the Water-Based Fire Alarm Testing, Service, and Maintenance Contract, in accordance with the specifications, be awarded to Arco Protection Systems, Poughkeepsie, NY. This contract is for one year, with the option to extend two additional one-year terms

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Seconded by: _____

DUTCHESS COMMUNITY COLLEGE
POUGHKEEPSIE, NY
BID PROPOSAL SHEETS

RFB-DCC-16-2024		
WATER BASED FIRE ALARM TESTING SERVICE/MAINTENANCE CONTRACT	Proposal Opening Date: June 20, 2024	Time: 3:00 pm
	ARCO PROTECTION SYSTEMS POUGHKEEPSIE, NY	ABSOLUTE FIRE PROTECTION SELKIRK, NY
<u>MAIN CAMPUS</u>	PRICING	PRICING
<u>MAINTENANCE AND INSPECTION:</u>		
ANNUAL: As specified in items 6.4, 6.5, 6.6, 6.7,	\$ 4,000.00	\$ 21,855.00
QUARTERLY: As specified in 6.3	\$ 3,800.00	\$ 5,463.75
<u>CONKLIN HALL</u>		
<u>MAINTENANCE AND INSPECTION:</u>		
ANNUAL: As specified in items 6.4, 6.5, 6.6, 6.7,	\$ 1,500.00	\$ 4,370.00
QUARTERLY: As specified in 6.3	\$ 1,000.00	\$ 1,092.50
<u>AVIATION MAINTENANCE CENTER</u>		
<u>MAINTENANCE AND INSPECTION:</u>		
ANNUAL: As specified in items 6.4, 6.5, 6.6, 6.7,	\$ 1,200.00	\$ 10,975.00
SEMI-ANNUAL: As specified in item 6.9	\$ 450.00	\$ 5,487.50
QUARTERLY: As specified in 6.3	\$ 500.00	\$ 2,743.75
TOTALS	\$ 12,450.00	\$ 51,987.50
<u>HOURLY LABOR RATES:</u>		
MECHANIC (straight time 7:00am-4:00pm)	\$ 174.00	\$ 156.80
MECHANIC (overtime)	\$ 261.00	\$ 212.61
HELPER (straight time 7:00am- 4:00pm)	\$ 174.00	\$ 127.67
HELPER (overtime)	\$ 261.00	\$ 176.09
<u>MATERIALS:</u> Markup Percentage	10%	20%

BID OPENED BY: _____

COMMENTS: _____

RECORDED BY: _____

RESOLUTION NO. 2024-64

Board of Trustees, Dutchess Community College
August 27, 2024

_____ offers the following resolution and moves its adoption:

WHEREAS, Dutchess Community College entered into a 30-year lease agreement with Sprint (now T-Mobile) to lease Educational Broadband Services (EBS) channels under the call signs WLX207 and WHR978, and

WHEREAS, T-Mobile contacted the College to purchase call signs WLX207 and WHR978, and

WHEREAS, after negotiating the sale price for the purchase agreement, the College agreed to an offer of \$4,000,000 from T-Mobile for the two call signs, and

WHEREAS, the sale proceeds would be considered unrestricted operating revenue and added to the College's fund balance, now therefore, be it

RESOLVED, that the Board of Trustees hereby approves and authorizes the College to enter into a purchase agreement with T-Mobile for the sale of the College's call signs, WLX207 and WHR978, in the amount of \$4,000,000.

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Seconded by _____

RESOLUTION NO. 2024-65

Board of Trustees, Dutchess Community College
August 27, 2024

_____ offers the following resolution and moves its adoption:

WHEREAS, the County of Dutchess (County) and the State University of New York (SUNY) require the submission of a project list and estimated costs of capital construction and improvement projects for a five-year period, and

WHEREAS, Dutchess Community College (DCC) met with the County's Capital Planning Committee on August 13, 2024 to discuss open and new projects, and

WHEREAS, DCC and the County agreed to revise the capital plan to better align with the needs of both entities, now, therefore, be it

RESOLVED, that the Board of Trustees hereby approves the revised capital plan as outlined on the attached document, which is to be made part of the minutes of this meeting, as Dutchess Community College's five-year Capital Projects Plan for the period of 2025-2029.

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Seconded by _____

**DUTCHESS COUNTY/
DUTCHESS COMMUNITY COLLEGE
CAPITAL BUDGET REQUEST
2025 – 2029
Revised 8/27/24**

2025

FF&E and Technology Replacement and Upgrades

\$400,000 ¹

Description:

This project provides funding for the acquisition of technology equipment, laboratory equipment, furniture campus wide (including office furniture, desks, tables and chairs) and plant operations equipment (including trucks, mowers, and other operations equipment).

Justification:

To ensure the campus is up-to-date with the campus technology, laboratory facilities, and to maintain and replace classroom and office furniture and plant operations equipment.

Hudson Hall Interior Reconfigurations – Phase 2

\$3,666,000

Description:

The second phase of the project will include professional services (planning, studies, design, construction management, etc.), construction services and furnishings, fixtures, and equipment as needed to renovate and reconfigure Hudson Hall to accommodate additional spaces for functions currently located in the Dutchess/Drumlin complex. This will allow for the complete renovation of Dutchess and Drumlin Halls. This approach represents the most expeditious use of resources: allowing mission-critical functions to remain in operation so that renovations can take place unimpeded.

Justification:

The interior renovations of Hudson Hall is required for swing space to accommodate the occupants of Dutchess and Drumlin Halls. The master plan calls for Dutchess and Drumlin Halls to serve as the focus of several initiatives such as a new Learning Commons that will serve as a nexus of student engagement and activity.

President's Residence

\$150,000

Description:

The project will provide for the design and construction of the necessary repairs to the President's residence to include but not limited to the mechanical systems, site work and the garage.

Justification:

The existing mechanical systems in the residence are at or near the end of their useful life and the garage is structurally compromised and needs to be repaired or replaced.

2026

FF&E and Technology Replacement and Upgrades

\$300,000 ¹

Description:

This project provides funding for the acquisition of technology equipment, laboratory equipment, furniture campus wide (including office furniture, desks, tables and chairs) and plant operations equipment (including trucks, mowers, and other operations equipment).

Justification:

To ensure the campus is up-to-date with the campus technology, laboratory facilities, and to maintain and replace classroom and office furniture and plant operations equipment.

CBI Interior Restack and Reprogramming – Design

\$1,975,000

Description:

The project will focus on the design phase for the complete interior renovation of CBI. This will consist of planning, design, and construction. The College will restack the building's interior to better support new and emergent instructional needs. It has been noted that Healthcare and Human Services represent both the County's and the Hudson Valley's key areas of economic growth over the coming decade. Therefore, CBI's existing nursing and EMT programming will be expanded to support Human Services programming. The building will also house the communications and media studies programs, the business programs, and the college's mailroom. In addition, the project will replace skylights, upgrade building systems, refresh public spaces and address accessibility requirements.

Justification:

There is a need to reconfigure CBI's interior spaces to fine-tune the building to better serve the kinds of specialized programming DCC anticipates delivering in the future. The project will correct accessibility deficiencies and ensure building systems such as the fire alarm meet the campus standard.

**DUTCHESS COUNTY/
DUTCHESS COMMUNITY COLLEGE
CAPITAL BUDGET REQUEST
2025 – 2029
Revised 8/27/24**

2027

FF&E and Technology Replacement and Upgrades \$300,000 ¹

Description:

This project provides funding for the acquisition of technology equipment, laboratory equipment, furniture campus wide (including office furniture, desks, tables and chairs) and plant operations equipment (including trucks, mowers, and other operations equipment).

Justification:

To ensure the campus is up-to-date with the campus technology, laboratory facilities, and to maintain and replace classroom and office furniture and plant operations equipment.

CBI Interior Restack and Reprogramming – Construction \$41,103,000

Description:

This will be the construction phase of the project for the interior renovation of CBI. The project will consist of construction as well as furniture, fixtures and equipment as needed. The College will restack the building's interior to better support new and emergent instructional needs. It has been noted that Healthcare and Human Services represent both the County's and the Hudson Valley's key areas of economic growth over the coming decade. Therefore, CBI's existing nursing and EMT programming will be expanded to support Human Services programming. The building will also house the communications and media studies programs, the business programs, and the college's mailroom. In addition, the project will replace skylights, upgrade building systems, refresh public spaces and address accessibility requirements.

Justification:

There is a need to reconfigure CBI's interior spaces to fine-tune the building to better serve the kinds of specialized programming DCC anticipates delivering in the future. The project will correct accessibility deficiencies and ensure building systems such as the fire alarm meet the campus standard.

2028

FF&E and Technology Replacement and Upgrades \$200,000 ¹

Description:

This project provides funding for the acquisition of technology equipment, laboratory equipment, furniture campus wide (including office furniture, desks, tables and chairs) and plant operations equipment (including trucks, mowers, and other operations equipment).

Justification:

To ensure the campus is up-to-date with the campus technology, laboratory facilities, and to maintain and replace classroom and office furniture and plant operations equipment.

Dutchess and Drumlin Renovations – Design \$3,219,000

Description:

This project will focus on the design phase for the gut renovation of both Dutchess and Drumlin Halls. This will consist of planning, design, and construction. The design will provide renovations of the classrooms, offices, the campus library, a new campus Learning Commons, ADA compliant bathrooms, as well as upgrades to the building systems and exterior envelope. The theater and performing arts program will remain in the building and receive a cosmetic refresh and technology upgrades. New instructional environments will be designed to include hybrid in-person/online modalities that render course content more engaging and convenient to students. The building's infrastructure and envelope will be upgraded to reduce energy consumption as well as maintenance and operating costs.

Justification:

The College will develop a nexus at the campus' core that focuses on student engagement and supports its mission of creating a community of active learners. With the renovations of both Dutchess and Drumlin Halls, the two buildings will become one that will serve as the core of a consolidated and reinvigorated campus. The core of the project will be focused on creating a new Learning Commons that features exciting and innovative College initiatives. Additionally, the project will address the outdated building systems, upgrade the campus theater, address accessibility compliance and relocate the library to the building.

**DUTCHESS COUNTY/
DUTCHESS COMMUNITY COLLEGE
CAPITAL BUDGET REQUEST
2025 – 2029
Revised 8/27/24**

2029

FF&E and Technology Replacement and Upgrades

\$200,000 ¹

Description:

This project provides funding for the acquisition of technology equipment, laboratory equipment, furniture campus wide (including office furniture, desks, tables and chairs) and plant operations equipment (including trucks, mowers, and other operations equipment).

Justification:

To ensure the campus is up-to-date with the campus technology, laboratory facilities, and to maintain and replace classroom and office furniture and plant operations equipment.

Dutchess and Drumlin Renovations – Construction

\$62,511,000

Description:

The construction phase of the project will provide for the renovations to make the building the campus core. The project will consist of construction as well as furniture, fixtures and equipment as needed. Renovations will provide classrooms, offices, the campus library, a new campus Learning Commons, ADA compliant bathrooms, as well as upgrades to the building systems and exterior envelope. The theater and performing arts program will remain in the building and receive a cosmetic refresh and technology upgrades. New instructional environments will be designed to include hybrid in-person/online modalities that render course content more engaging and convenient to students. The building's infrastructure and envelope will be upgraded to reduce energy consumption as well as maintenance and operating costs.

Justification:

The College will develop a nexus at the campus' core that focuses on student engagement and supports its mission of creating a community of active learners. With the renovations of both Dutchess and Drumlin Halls, the two buildings will become one that will serve as the core of a consolidated and reinvigorated campus. The core of the project will be focused on creating a new Learning Commons that features exciting and innovative College initiatives. Additionally, the project will address the outdated building systems, upgrade the campus theater, address accessibility compliance and relocate the library to the building.

1. Sponsor share to be funded through Capital Chargeback Funds.

DUTCHESS COUNTY/
DUTCHESS COMMUNITY COLLEGE
CAPITAL BUDGET REQUEST - **REVISED**
2025-2029

	Total Project	State Share	Sponsor Share Funding Sources	
			Capital Chargeback	Sponsor Bonded
<u>2025</u>				
1 FF&E and Technology Replacements and Upgrades ¹	400,000	200,000	200,000	
2 Hudson Interior Reconfigurations - Phase 2	3,666,000	1,833,000		1,833,000
4 President's Residence Repairs	150,000	75,000		75,000
Total 2025	\$ 4,216,000	\$ 2,108,000	\$ 200,000	\$ 1,908,000
<u>2026</u>				
1 FF&E and Technology Replacements and Upgrades ¹	300,000	150,000	150,000	
2 CBI Interior Restack and Reprogramming - Design	1,975,000	987,500		987,500
Total 2026	\$ 2,275,000	\$ 1,137,500	\$ 150,000	\$ 987,500
<u>2027</u>				
1 FF&E and Technology Replacements and Upgrades ¹	300,000	150,000	150,000	
2 CBI Interior Restack and Reprogramming - Construction	41,103,000	20,551,500		20,551,500
Total 2027	\$ 41,403,000	\$ 20,701,500	\$ 150,000	\$ 20,551,500
<u>2028</u>				
1 FF&E and Technology Replacements and Upgrades ¹	200,000	100,000	100,000	
3 Dutchess/Drumlin Renovation - Design	3,219,000	1,609,500		1,609,500
Total 2028	\$ 3,419,000	\$ 1,709,500	\$ 100,000	\$ 1,609,500
<u>2029</u>				
1 FF&E and Technology Replacements and Upgrades ¹	200,000	100,000	100,000	
2 Dutchess/Drumlin Renovation - Construction	62,511,000	31,255,500		31,255,500
Total 2029	\$ 62,711,000	\$ 31,355,500	\$ 100,000	\$ 31,255,500
GRAND TOTAL	\$ 114,024,000	\$ 57,012,000	\$ 700,000	\$ 56,312,000

¹ Sponsor share to be funded through Capital Chargeback Funds.

RESOLUTION NO. 2024 -57

Board of Trustees, Dutchess Community College
July 23, 2024

L. Pratt offers the following resolution and moves its adoption:

WHEREAS, the County of Dutchess and the State University of New York require the submission of a project list and estimated costs of capital construction and improvement projects for a five-year period, and

WHEREAS, the educational, administrative and support needs for rehabilitation, preservation and improvement of facilities have been reviewed through the Academic and Facilities Master Plan, Our Next 10, and the Master Plan recommended the specific projects and priorities as indicated on the attached list, now, therefore, be it

RESOLVED, that the campus facilities projects listed on the attached document, which is to be made part of the minutes of this meeting, are hereby approved as Dutchess Community College's Five-year Capital Projects Plan for the period 2025-2029.

* * * * *

Seconded by **F. Castella**

Motion Carried Unanimously

**DUTCHESS COUNTY/
DUTCHESS COMMUNITY COLLEGE
CAPITAL BUDGET REQUEST
2025 – 2029**

Original Plan Approved July 23, 2024

2025

FF&E and Technology Replacement and Upgrades

\$400,000 ¹

Description:

This project provides funding for the acquisition of technology equipment, laboratory equipment, furniture campus wide (including office furniture, desks, tables and chairs) and plant operations equipment (including trucks, mowers, and other operations equipment).

Justification:

To ensure the campus is up-to-date with the campus technology, laboratory facilities, and to maintain and replace classroom and office furniture and plant operations equipment.

Hudson Hall Interior Reconfigurations – Phase 2

\$3,666,000

Description:

The second phase of the project will include professional services (planning, studies, design, construction management, etc.), construction services and furnishings, fixtures, and equipment as needed to renovate and reconfigure Hudson Hall to accommodate additional spaces for functions currently located in the Dutchess/Drumlin complex. This will allow for the complete renovation of Dutchess and Drumlin Halls. This approach represents the most expeditious use of resources: allowing mission-critical functions to remain in operation so that renovations can take place unimpeded.

Justification:

The interior renovations of Hudson Hall is required for swing space to accommodate the occupants of Dutchess and Drumlin Halls. The master plan calls for Dutchess and Drumlin Halls to serve as the focus of several initiatives such as a new Learning Commons that will serve as a nexus of student engagement and activity.

Dutchess and Drumlin Renovations – Design

\$3,219,000

Description:

This project will focus on the design phase for the gut renovation of both Dutchess and Drumlin Halls. This will consist of planning, design, and construction. The design will provide renovations of the classrooms, offices, the campus library, a new campus Learning Commons, ADA compliant bathrooms, as well as upgrades to the building systems and exterior envelope. The theater and performing arts program will remain in the building and receive a cosmetic refresh and technology upgrades. New instructional environments will be designed to include hybrid in-person/online modalities that render course content more engaging and convenient to students. The building's infrastructure and envelope will be upgraded to reduce energy consumption as well as maintenance and operating costs.

Justification:

The College will develop a nexus at the campus' core that focuses on student engagement and supports its mission of creating a community of active learners. With the renovations of both Dutchess and Drumlin Halls, the two buildings will become one that will serve as the core of a consolidated and reinvigorated campus. The core of the project will be focused on creating a new Learning Commons that features exciting and innovative College initiatives. Additionally, the project will address the outdated building systems, upgrade the campus theater, address accessibility compliance and relocate the library to the building.

President's Residence

\$150,000

Description:

The project will provide for the design and construction of the necessary repairs to the President's residence to include but not limited to the mechanical systems, site work and the garage.

Justification:

The existing mechanical systems in the residence are at or near the end of their useful life and the garage is structurally compromised and needs to be repaired or replaced.

2026

FF&E and Technology Replacement and Upgrades

\$300,000 ¹

Description:

This project provides funding for the acquisition of technology equipment, laboratory equipment, furniture campus wide (including office furniture, desks, tables and chairs) and plant operations equipment (including trucks, mowers, and other operations equipment).

Justification:

To ensure the campus is up-to-date with the campus technology, laboratory facilities, and to maintain and replace classroom and office furniture and plant operations equipment.

**DUTCHESS COUNTY/
DUTCHESS COMMUNITY COLLEGE
CAPITAL BUDGET REQUEST
2025 – 2029**

Original Plan Approved July 23, 2024

Dutchess and Drumlin Renovations – Construction

\$62,511,000

Description:

The construction phase of the project will provide for the renovations to make the building the campus core. The project will consist of construction as well as furniture, fixtures and equipment as needed. Renovations will provide classrooms, offices, the campus library, a new campus Learning Commons, ADA compliant bathrooms, as well as upgrades to the building systems and exterior envelope. The theater and performing arts program will remain in the building and receive a cosmetic refresh and technology upgrades. New instructional environments will be designed to include hybrid in-person/online modalities that render course content more engaging and convenient to students. The building's infrastructure and envelope will be upgraded to reduce energy consumption as well as maintenance and operating costs.

Justification:

The College will develop a nexus at the campus' core that focuses on student engagement and supports its mission of creating a community of active learners. With the renovations of both Dutchess and Drumlin Halls, the two buildings will become one that will serve as the core of a consolidated and reinvigorated campus. The core of the project will be focused on creating a new Learning Commons that features exciting and innovative College initiatives. Additionally, the project will address the outdated building systems, upgrade the campus theater, address accessibility compliance and relocate the library to the building.

2027

FF&E and Technology Replacement and Upgrades

\$300,000 ¹

Description:

This project provides funding for the acquisition of technology equipment, laboratory equipment, furniture campus wide (including office furniture, desks, tables and chairs) and plant operations equipment (including trucks, mowers, and other operations equipment).

Justification:

To ensure the campus is up-to-date with the campus technology, laboratory facilities, and to maintain and replace classroom and office furniture and plant operations equipment.

CBI Interior Restack and Reprogramming – Design

\$1,975,000

Description:

The project will focus on the design phase for the complete interior renovation of CBI. This will consist of planning, design, and construction. The College will restack the building's interior to better support new and emergent instructional needs. It has been noted that Healthcare and Human Services represent both the County's and the Hudson Valley's key areas of economic growth over the coming decade. Therefore, CBI's existing nursing and EMT programming will be expanded to support Human Services programming. The building will also house the communications and media studies programs, the business programs, and the college's mailroom. In addition, the project will replace skylights, upgrade building systems, refresh public spaces and address accessibility requirements.

Justification:

There is a need to reconfigure CBI's interior spaces to fine-tune the building to better serve the kinds of specialized programming DCC anticipates delivering in the future. The project will correct accessibility deficiencies and ensure building systems such as the fire alarm meet the campus standard.

2028

FF&E and Technology Replacement and Upgrades

\$200,000 ¹

Description:

This project provides funding for the acquisition of technology equipment, laboratory equipment, furniture campus wide (including office furniture, desks, tables and chairs) and plant operations equipment (including trucks, mowers, and other operations equipment).

Justification:

To ensure the campus is up-to-date with the campus technology, laboratory facilities, and to maintain and replace classroom and office furniture and plant operations equipment.

CBI Interior Restack and Reprogramming – Construction

\$41,103,000

Description:

This will be the construction phase of the project for the interior renovation of CBI. The project will consist of construction as well as furniture, fixtures and equipment as needed. The College will restack the building's interior to better support new and emergent instructional needs. It has been noted that Healthcare and Human Services represent both the County's and the Hudson Valley's key areas of economic growth over the coming decade. Therefore, CBI's existing nursing and EMT programming will be expanded to support Human Services programming. The building will also house the communications and media studies programs, the business programs, and

**DUTCHESS COUNTY/
DUTCHESS COMMUNITY COLLEGE
CAPITAL BUDGET REQUEST
2025 – 2029**

Original Plan Approved July 23, 2024

the college's mailroom In addition, the project will replace skylights, upgrade building systems, refresh public spaces and address accessibility requirements.

Justification:

There is a need to reconfigure CBI's interior spaces to fine-tune the building to better serve the kinds of specialized programming DCC anticipates delivering in the future. The project will correct accessibility deficiencies and ensure building systems such as the fire alarm meet the campus standard.

2029

FF&E and Technology Replacement and Upgrades

\$200,000 ¹

Description:

This project provides funding for the acquisition of technology equipment, laboratory equipment, furniture campus wide (including office furniture, desks, tables and chairs) and plant operations equipment (including trucks, mowers, and other operations equipment).

Justification:

To ensure the campus is up-to-date with the campus technology, laboratory facilities, and to maintain and replace classroom and office furniture and plant operations equipment.

SSB: Restack and Reprogramming

\$6,506,000

Description:

The project will provide for renovations to interior spaces, select mechanical upgrades and façade repairs. This will include office renovations to relocate offices and functions from Hudson Hall. The mechanical upgrades will provide for but is not limited to switchgear and transformers, emergency generator and lighting upgrades, and exterior rooftop ductwork. The building façade repairs will include select recaulking of joints.

Justification:

The interior configuration does not necessarily match the functional requirements of the programs currently housed in the building. As DCC reinvents how it offers student services to a wider range of communities, SSB's current configuration will require adaptation and change. This will allow for additional student support services to be housed in the building. The mechanical infrastructure while in overall good condition needs some upgrading to ensure the building has a long-term useful life.

1. Sponsor share to be funded through Capital Chargeback Funds.

DUTCHESS COUNTY/
DUTCHESS COMMUNITY COLLEGE
CAPITAL BUDGET REQUEST
2025-2029

Original Plan Approved July 23, 2024

	Total Project	State Share	Sponsor Share Funding Sources	
			Capital Chargeback	Sponsor Bonded
<u>2025</u>				
1 FF&E and Technology Replacements and Upgrades ¹	400,000	200,000	200,000	
2 Hudson Interior Reconfigurations - Phase 2	3,666,000	1,833,000		1,833,000
3 Dutchess/Drumlin Renovation - Design	3,219,000	1,609,500		1,609,500
4 President's Residence Repairs	150,000	75,000		75,000
Total 2025	\$ 7,435,000	\$ 3,717,500	\$ 200,000	\$ 3,517,500
<u>2026</u>				
1 FF&E and Technology Replacements and Upgrades ¹	300,000	150,000	150,000	
2 Dutchess/Drumlin Renovation - Construction	62,511,000	31,255,500		31,255,500
Total 2026	\$ 62,811,000	\$ 31,405,500	\$ 150,000	\$ 31,255,500
<u>2027</u>				
1 FF&E and Technology Replacements and Upgrades ¹	300,000	150,000	150,000	
2 CBI Interior Restack and Reprogramming - Design	1,975,000	987,500		987,500
Total 2027	\$ 2,275,000	\$ 1,137,500	\$ 150,000	\$ 987,500
<u>2028</u>				
1 FF&E and Technology Replacements and Upgrades ¹	200,000	100,000	100,000	
2 CBI Interior Restack and Reprogramming - Construction	41,103,000	20,551,500		20,551,500
Total 2028	\$ 41,303,000	\$ 20,651,500	\$ 100,000	\$ 20,551,500
<u>2029</u>				
1 FF&E and Technology Replacements and Upgrades ¹	200,000	100,000	100,000	
2 SSB: Restack and Reprogramming	6,506,000	3,253,000		3,253,000
Total 2029	\$ 6,706,000	\$ 3,353,000	\$ 100,000	\$ 3,253,000
GRAND TOTAL	\$ 120,530,000	\$ 60,265,000	\$ 700,000	\$ 59,565,000

¹ Sponsor share to be funded through Capital Chargeback Funds.

RESOLUTION NO. 2024-66

Board of Trustees, Dutchess Community College
August 27, 2024

_____ offers the following resolution and moves its adoption:

WHEREAS, Dutchess Community College participates in the federal financial aid program under Title IV of the Higher Education Act of 1956, and

WHEREAS, the Federal Student Aid Enterprise Cybersecurity Group reviewed DCC's most recent compliance audit, and

WHEREAS, the Federal Student Aid Enterprise Cybersecurity Group identified Gramm-Leach-Bliley Act (GLBA) findings that are not in compliance with required elements of GLBA, and

WHEREAS, DCC has identified measures to satisfy the requirements under GBLA and come into compliance with safeguarding sensitive data under Title IV programs, now, therefore, be it

RESOLVED, that the Board of Trustees hereby authorizes the use of College Fund Balance to fund initiatives to address GBLA finding in an amount not to exceed \$200,000.

* * * * *

Seconded by _____



GLBA Compliance Plan of Action Proposal

By Deepa Dubal, Chief Information Officer

8/27/24

DCC recently went through a compliance audit by the Federal Student Aid Enterprise Cybersecurity Group and identified findings under the Gramm-Leach-Bliley Act (GLBA). The college has designated its newly appointed Chief Information Officer (CIO) to coordinate its information security program and the response to the U.S. Department of Education.

The information security program will support the technology, training, policies, procedures, and processes to achieve compliance and to detect, prevent and respond to attacks, intrusions, or other systems failures. DCC's goal is to mitigate any identified risks to GLBA-related data and/or personally identifiable information (PII).

Proposed steps in response to the audit finding:

- 1) DCC is actively moving forward with interviews for the new Chief Information Security Officer (CISO). This position was created at the September 2023 Board of Trustee meeting.
- 2) DCC is working on a securing a contract with a cybersecurity service provider that will offer vCISO service to the campus. They will perform GLBA assessment and overall security assessment and work closely with DCC IT staff and CIO to make sure appropriate controls are in place and new policies and procedures are implemented, with updates as needed
 - a) The vendor will provide a dedicated person as DCC's vCISO that will fulfill our "named individual" requirement. At present we have quote from one vendor and we are working on obtaining other two
- 3) Utilizing past experience and industry expertise, CIO will immediately start putting some measures in place to achieve compliance
- 4) Two new software programs are required to help us achieve compliance in cybersecurity awareness and user accounts privacy & security (working on quotes):
 - a) KnowBe4
 - b) Identity and Access Management

With these measures in place, the CIO will provide a response to U.S. Department of Education indicating what progress has been made so far and what is in the works.

Funding for the vCISO, the software programs, and any other related GLBA expense will be from the use of fund balance as a strategic investment.

RESOLUTION NO. 2024-67

Board of Trustees, Dutchess Community College
August 27, 2024

_____ offers the following resolution and moves its adoption:

WHEREAS, salaries for management/confidential employees have also been determined for 2024-2025, now, therefore, be it

RESOLVED, that for the 2024-2025 fiscal year, the salaries listed in the attached are approved effective September 1, 2024, and the President is hereby authorized to prepare contracts up to the amounts specified in the attached document which will be made part of the official minutes of this meeting.

* * * * *

Seconded by _____

Management Confidential

FY24/25 Increases

(included in FY24/25 budget - no fiscal impact)

<u>Employee ID</u>	<u>FY24/25 Salary</u>	<u>FY24/25 Salary</u>	<u>Percent Increase</u>
A00000496	93,516	97,257	4.0%
A00000534	86,919	90,396	4.0%
A00000556	94,276	98,047	4.0%
A00000557	149,147	160,113	7.4%
A00000575	115,344	119,958	4.0%
A00001882	124,275	135,246	8.8%
A00001960	140,000	145,600	4.0%
A00022134	75,000	78,000	4.0%
A00056161	92,679	96,386	4.0%
A00078934	63,975	66,534	4.0%
A00088388	95,000	98,800	4.0%
A00109166	92,581	96,284	4.0%
A00283881	60,000	62,400	4.0%
A00292310	166,400	173,056	4.0%
A00293141	115,344	119,958	4.0%
A00303846	166,400	173,056	4.0%
A00343586	80,000	83,200	4.0%
A00345817	166,400	173,056	4.0%
A00346128	85,280	89,970	5.5%
A00350281	166,400	173,056	4.0%
A00353931	130,000	135,200	4.0%
A00354415	70,000	72,800	4.0%
A00359418	140,000	145,600	4.0%
A00359420	73,500	76,440	4.0%
A00359961	135,000	140,400	4.0%
A00360778	105,000	109,200	4.0%
A00362759	150,000	150,000	0.0%
A00362990	114,000	114,000	0.0%
A00362459	150,000	150,000	0.0%
A00363021	115,000	115,000	0.0%
(vacant)	115,000	115,000	0.0%
(vacant)	153,058	159,180	4.0%

Part Time

		<u>FY24/25 Hourly Rate</u>	
A00001926	45.93	47.77	4%

RESOLUTION NO. 2024-68

Board of Trustees, Dutchess Community College
August 27, 2024

_____ offers the following resolution and moves its adoption:

WHEREAS, the employment contract for President, Dr. Peter Grant Jordan, expired on August 2, 2024, and

WHEREAS, the Board of Trustees has recommended to extend Dr. Jordan's employment contract for four (4) additional months, from August 3, 2024 through November 30, 2024, and

WHEREAS, Dr. Jordan is eligible for a 4% increase in salary for 2024-2025, now, therefore, be it

RESOLVED that the Board of Trustees of Dutchess Community College hereby approve to extend Dr. Peter Grant Jordan's employment contract for an additional four (4) months through November 30, 2024 with an increase in salary of 4%.

* * * * *

Seconded by _____