

DUTCHESS COMMUNITY COLLEGE  
Minutes  
Board of Trustees Meeting  
May 22, 2018

Trustees Present: Mr. Thomas E. LeGrand, Chairperson; Ms. Betsy Brown, Mr. Michael Francis Dupree, Ms. Barbara Hugo, Mr. Daniel P. Kuffner, and Mr. Timmian Massie  
Dr. Pamela R. Edington, President

Absent: Ms. Sheila Appel, Mr. Dale L. Borchert, and Ms. Lilith Fichtmueller, Student Trustee

Also Present: Ms. Hannah Black and Ms. Deidre Houston, Dutchess County Legislature Liaisons

- I. The meeting was called to order at 7:15 p.m. by Chairperson LeGrand.
- II. Roll Call by Ms. Beasimer, quorum present.
- III. Approval of Agenda: Upon motion made by Mr. Dupree, seconded by Mr. Massie, voted on and duly carried, the agenda was approved as distributed.

IV. Public Comment

Dr. Mark Condon, President of Dutchess United Educators (DUE), addressed the Board regarding non-agenda items. He spoke briefly about the DUE Awards, Honors Convocation and Graduation. He also told Board members that DUE will support the College's budget request when it is presented to the Legislature.

- V. Consideration of Minutes of Meeting held on April 24, 2018: Upon motion made by Mr. Dupree, seconded by Mr. Massie, voted on and duly carried with one abstention (Mr. Kuffner), the minutes were approved as distributed.

VI. COMMITTEE REPORTS

It is noted for the minutes that all of the resolutions that are presented to the Board for approval are reviewed and discussed at committee meetings prior to the Board meeting.

A. Academic and Student Affairs

1. Approval of Aviation Maintenance Technology A.A.S. and Certificate Programs

RESOLUTION NO. 2018-64

Ms. Brown offered the following resolution and moved its adoption:  
BE IT RESOLVED, that, based upon the recommendation of the Department

of Engineering, Architecture, and Computer Technologies, the Curriculum Committee, the Professional Staff Organization, and the President of the College, an A.A.S. Program in Aviation Maintenance Technology and an Aviation Maintenance Technology Certificate Program are hereby approved, and be it

FURTHER RESOLVED, that the proposed programs be forwarded to the State University of New York and the State Education Department for approval, and be it

FURTHER RESOLVED, that these programs shall be offered by Dutchess Community College after approval has been granted by the State University of New York and the State Education Department.

\* \* \* \* \*

Seconded by Mr. Kuffner

Resolution adopted unanimously

B. Finance and Facilities

1. Approval of Bid for Water-Based Fire Alarm Testing, Service, and Maintenance

RESOLUTION NO. 2018-65

Mr. Kuffner offered the following resolution and moved 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, May 1, 2018, and WHEREAS, vendors provided prices as shown on the tabulation sheet attached to this resolution, and

WHEREAS, the low bid received from Simplex Grinnell, in the amount of \$7,327.16, 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 2018-2019, 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, in the amount of \$7,327.16, be awarded to Simplex Grinnell of Harriman, NY. This contract is for one year, with the option to extend for two additional one-year terms.

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Seconded by Mr. Dupree

Resolution adopted unanimously

C. Personnel and Community Relations

1. Approval of Professional Staff Appointments

RESOLUTION NO. 2018-66

Ms. Hugo offered the following resolution and moved its adoption:

BE IT RESOLVED, that, based upon the recommendation of the President of the College, the following appointments to the professional staff of Dutchess Community College are hereby approved:

TENURE-TRACK FACULTY

Gary Bolduc, Instructor of Mathematics, Department of Mathematics and Computer Sciences, for the 2018-2019 academic year, at an annual salary of \$57,046

ADMINISTRATIVE

Danielle Williams, Director of Scheduling, for the period May 25, 2018 through August 31, 2018, at an annual salary of \$64,368, prorated for the period of time worked

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Seconded by Mr. Kuffner

Resolution adopted unanimously

VIII. Report of the Student Trustee

Since Student Trustee Fichtmueller was unable to attend the meeting, there was no report.

IX. Report of the Chairperson

A. Chairperson LeGrand said Graduation is a very special occasion for our students and their families, and this year’s ceremony was very impressive.

B. Resolution of Commendation for Student Trustee Lilith Fichtmueller

RESOLUTION NO. 67

Ms. Hugo offered the following resolution and moved its adoption:  
WHEREAS, Ms. Lilith Fichtmueller will complete her term as Student Trustee on the Board of Trustees of Dutchess Community College on June 30, 2018, and  
WHEREAS, Ms. Fichtmueller has served as a member of the Board of Trustees from 2017 to 2018, all of the time representing the best interests of the students of Dutchess Community College, and  
WHEREAS, Ms. Fichtmueller’s participation as the student member of the Board of Trustees greatly enhanced the ability of the Board to better serve the students at Dutchess Community College, and  
WHEREAS, the Board of Trustees recognizes and commends Ms. Fichtmueller for her dedication as the student member of the Board, now, therefore, be it  
RESOLVED, that the Board of Trustees extends its appreciation to Ms. Fichtmueller for her dedication and commitment to the excellence of Dutchess Community College, and be it  
FURTHER RESOLVED, that the Board of Trustees approves this resolution in recognition of Ms. Fichtmueller’s outstanding service to Dutchess Community College and extends its best wishes to her for success in all her future endeavors.

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Seconded as a whole

Resolution adopted unanimously

X. Report of the President

- A. President Edington informed Board members that she attended a meeting with the Chancellor earlier in the day. The Chancellor confirmed that enrollment is either flat or declining across the State University of New York system. There are areas of the state that are experiencing worse declines than Dutchess. The Chancellor talked about the need to create resources to sustain our work and to “afford excellence.” Her two top priorities are zero net energy for all new buildings and 100% energy from renewable sources within two years. The Chancellor also addressed enhancing marketing and communications for individual campuses as well as SUNY as a whole, seeking ways to share services, and thinking differently.
- B. Dr. Edington gave an update on enrollment. Enrollment was down by 5% compared to last year for the first summer session, which started on Monday. Fall enrollment is down by 10% compared to the same time last year. Since students often wait longer to register so they can pay later, we are adjusting our payment options, which will permit them to register earlier.

The ACT Center has developed a system to allow students to set up appointments online to help eliminate possible barriers to enrolling. Additionally, the Business Department is launching a hybrid business program for the fall to attract adult learners. This program will permit students to receive more online instruction and spend less time on campus.

- C. President Edington told Board members that she has been approached by Dick Reitano and June Pierson regarding holding an event to memorialize Dr. James Hall, the first President of the College. We will try to plan something for the fall.
- D. Dr. Edington asked Diana Pollard to give an update on the recent activities of the DCC Foundation.
1. Ms. Pollard informed Board members that alumnus Keith Daly, former President and CEO of Foot Locker, was the keynote speaker at an alumni business event that was held for Alpha Beta Gamma students at the SUNY Global Center in New York City.
  2. Ms. Pollard spoke about Allyn Washington’s visit. Professor Emeritus Washington was very happy to participate in the Honors Convocation and Graduation. He also had the opportunity to have dinner with some former colleagues while he was here.
  3. At this year’s Honors Convocation, 160 students were awarded scholarships worth approximately \$150,000.

4. For the first time this year, a Commencement Keepsake Journal was created for distribution to our graduates. The journal provided an opportunity for students, family and friends to share their appreciation and encouragement by donating to the Class Gift Dedication Program.
  5. Ms. Pollard reported that this year's Golf Tournament was very successful.
- E. President Edington briefly reported on her meeting with Legislator Giancarlo Llaverias regarding the possibility of Dutchess County having an Employment Opportunity Center (EOC). Opening an EOC would require a tremendous amount of political support at both the state and local levels.

XI. Items for Future Agendas

There were none.

XII. Dates of Next Meetings

- A. Special Meeting: June 7, 2018, 5:00 p.m. to vote on 2018-2019 College Budget
- B. Next Regularly Scheduled Board Meeting: July 10, 2018, 7:00 p.m., Family Partnership Center

XIII. Adjournment

There being no further business to discuss, a motion was made by Mr. Massie, seconded by Ms. Brown, voted on, and duly carried, to adjourn the meeting. The meeting adjourned at 7:40 p.m.

Respectfully submitted,

Linda M. Beasimer  
Executive Assistant

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