

DUTCHESS COMMUNITY COLLEGE
Minutes
Special Board of Trustees Meeting
February 10, 2015

Trustees Present: Mr. Thomas E. LeGrand, Chairperson; Mr. Michael Francis Dupree, Ms. Barbara Hugo, Mr. Richard Keller-Coffey, Mr. Daniel P. Kuffner, Mr. Robert G. Rolison, Ms. Denise Doring VanBuren, and Dr. Sherre Wesley
Dr. Pamela R. Edington, President

Absent: Ms. Betsy Brown and Ms. Zoe Kozma, Student Trustee

- I. The meeting was called to order at 5:15 p.m. by Chairperson LeGrand.
- II. Roll Call by Ms. Beasimer, quorum present.
- III. Approval of Agenda: Upon motion made by Mr. Kuffner, seconded by Mr. Rolison, voted on and duly carried, the agenda was approved as distributed.

IV. Swearing-in of New Trustees

Trustee Rolison administered the oath of office to Mr. Michael Francis Dupree; and Trustee Keller-Coffey administered the oath of office to Ms. Denise Doring VanBuren.

V. Approval of Professional Staff Appointment

RESOLUTION NO. 2015-20

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 appointment to the professional staff of Dutchess Community College is hereby approved:

ADMINISTRATIVE

Howard Ignal, Assistant Director of Information Security and Systems Architecture, for the period March 2, 2015 through August 31, 2015, at an annual salary of \$105,000, prorated for the period of time worked

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Seconded by Dr. Wesley

Resolution adopted unanimously

VI. Middle States: 2015 Self-Study Report

President Edington distributed to Board members the Final 2015 Self-Study Report that was sent to the Middle States Commission on Higher Education Evaluation Team. The team will visit the College from March 29 through April 1, 2015.

Dr. Edington also shared with the members of the Board a communication she sent to the college community recognizing the contributions of the many individuals who worked on the document. She said this was a major undertaking and specifically thanked Dr. William Anderson, Vice President and Dean of Administration, and Professor Keith O'Neill, who were instrumental in ensuring the report was completed on time.

VII. Update on Strategic Planning

President Edington gave a brief update on the strategic planning process we are undertaking. Recommendations made in the Self-Study Report included reviewing our mission, vision, and goals and the creation of a strategic plan for the institution. Three task forces (Mission Review, Governance, and Strategic Planning), with representation from all constituencies across campus, were convened. The task forces completed their research in January and reported their findings to the campus at-large.

We received a grant from IBM that provided consultants to help guide us through the strategic planning process. Dr. Edington introduced Mr. Michael Wong, one of the consultants. Mr. Wong informed Board members that he has attended some task force meetings and has been working with various individuals on campus. He shared some of his observations with the Board:

- There is consistent focus on student success.
- Community engagement is an important factor to all stakeholders.
- Collaboration is key to future growth.

Dr. Edington will continue to keep the Board informed about our progress.

VIII. Graduation Venue

Ms. Bridgette Anderson, Associate Dean of Administration for Campus Facilities Management, gave a brief presentation to the Board regarding the proposal to change the venue for graduation. While we all like to showcase the campus, where we hold graduation ceremonies is dependent upon the weather. If it is a nice day, it can be held outside. However, when there is inclement weather, as has happened several times over the past few years, the ceremony has to be moved into Falcon Hall. This is no longer feasible. The capacity of Falcon Hall is limited and, even though students are supposed to have only two guests if graduation is inside, they often bring more guests than permitted. Although we have additional security on premises for graduation, it is very difficult to exclude people from entering Falcon Hall, and guests that are not permitted to enter are very disappointed and upset.

Graduation used to be held where the residence hall is located. The new outside venue (behind Falcon Hall) is also problematic in that it is difficult to

accommodate handicapped individuals and people have a difficult time seeing and hearing the ceremony.

We reviewed our options and the only venue that is large enough to accommodate us is the Civic Center, which is a more professional environment than Falcon Hall. It has a very large stage that can seat faculty as well as the dais party. Additionally, two big screens can be set up so everyone can see the graduates as they come across the stage.

In order to ensure there is enough parking, the ceremony would remain at 6:00 p.m. when the parking lots around the Civic Center are less full. We will work with the City of Poughkeepsie to ensure we have information about all of the possible parking areas we can use. We can also transport the dais party and faculty from campus to alleviate the need for parking for them. Other positive reasons to use the Civic Center include: students would be able to invite four guests instead of two, and we would bring people to downtown Poughkeepsie where they could continue celebrating at local restaurants.

There is a downside: we would not be able to hold a reception after graduation. We usually serve punch and cookies to our graduates and guests after the ceremony, but we will have to eliminate that part of the celebration.

Although cost and physical plant staff time was not part of the decision to recommend moving graduation, there would be a cost savings of approximately \$30,000 (including staff time).

Dr. Edington informed Board members that the Cabinet reviewed the proposed change in venue and unanimously agreed that it should be done. Ms. Anderson gave a presentation to the Professional Staff Organization, and the result of a straw poll was unanimous to change the venue. The Student Government Association was also consulted and unanimously agreed to recommend the change.

The Board unanimously agreed to hold graduation at the Civic Center.

President Edington said the Honors Convocation will be held on a separate day and that ceremony will remain on campus. Specific details for both the Honors Convocation and Graduation still need to be worked out.

IX. Executive Session

Upon motion made by Mr. Rolison, seconded by Mr. Keller-Coffey, voted on and duly carried, the Board went into Executive Session at 5:50 p.m. to discuss personnel issues.

Upon motion made by Mr. Dupree, seconded by Ms. Hugo, voted on and duly carried, the Board returned to regular session at 6:35 p.m.

X. Other

At the request of Trustee Keller-Coffey, Dr. Edington gave a brief update on the P-TECH Program, which is designed to provide academically at-risk and disadvantaged students with the skills and knowledge needed to acquire high-skills jobs. The students entering the program will receive both a high school diploma and college degree. The College is partnering with Central Hudson and the City of Poughkeepsie School District, and a steering group is meeting on a regular basis. We will receive \$2.8 million over the next six years to implement the program. We are working on the curriculum for the program; faculty are engaged in scope of study; and the Poughkeepsie School District is in the process of hiring an in-house principal. The program will be implemented in the fall with 50 students. Recruitment efforts are underway.

XI. Adjournment

There being no further business to discuss, a motion was made by Ms. Hugo, seconded by Dr. Wesley, voted on, and duly carried, to adjourn the meeting. The meeting adjourned at 6:45 p.m.

Respectfully submitted,

Linda M. Beasimer
Recording Secretary

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