

DUTCHESS COMMUNITY COLLEGE
Minutes
Board of Trustees Meeting
March 24, 2015

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

Absent: Dr. Sherre Wesley and Ms. Zoe Kozma, Student Trustee

- I. The meeting was called to order at 7:30 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 Ms. Brown, voted on and duly carried, the agenda was approved as distributed.
- IV. Public Comment
 - A. Professor Camilo Rojas addressed the Board regarding a non-agenda item. He announced that a concert, *Two of Our Own*, will be held at the College on Thursday, March 26th. The show will feature the groups Vague Assurances and Room Service, each of which contains members of DCC's faculty or staff.
 - B. Professor Johanna Halsey, President of Dutchess United Educators, addressed the Board regarding the agenda item related to promotion and tenure. She said she was pleased so many of her colleagues were being recognized for their efforts.
- V. Consideration of Minutes of Meeting held on February 24, 2015: Upon motion made by Ms. VanBuren, seconded by Ms. Hugo, voted on and duly carried, the minutes were approved as distributed.
- VI. Educational Presentation

Ms. Dana Weidman, Associate Professor and Chair of the Communications and Media Arts Program, showed the film *Being*, which was produced by students Casey Silvestri, Heather Mezynksi, Stephanie Franzese, and Danielle Teachey. This documentary was filmed at Elant, a local nursing home. Students interviewed several residents at the facility about their lives and family.

The instructor for the class, Megan Sperry, explained to Board members the process that was used to create the film and reported that the students plan to have a screening at Elant for the residents.

Professor Weidman informed Board members that a COM show featuring student works is held at the end of every semester. The show includes scripted films as well as documentaries. She announced that *Being* has been selected to be shown at the SUNY-Wide Film Festival.

VII. COMMITTEE REPORTS

Chairperson LeGrand 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. Finance and Facilities

1. Approval of Bid for Mass Notification and Physical Security Migration Project

RESOLUTION NO. 2015-28

Mr. Kuffner offered the following resolution and moved its adoption:
WHEREAS, bids were duly advertised and requested for the Mass Notification and Physical Security Migration Project, and
WHEREAS, bids were received as a result of the solicitation and were publicly opened and read aloud at 2:00 PM, March 3, 2015, and
WHEREAS, vendors provided prices as shown on the tabulation sheet attached to this resolution, and
WHEREAS, the bid received from FES Installations, meets the required specifications, the requesting department recommends this bid be awarded to FES Installations, and
WHEREAS, funds for the Purchase and Installation of the Mass Notification and Physical Security Migration Project are available in the Operating budget for the year 2014-2015, now, therefore, be it
RESOLVED, that the bid received for the purchase of, and in accordance with the specifications, be awarded to FES Installations, Madison, New York, in the amount of \$593,000.00.

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Seconded by Mr. Dupree

Resolution adopted unanimously

B. Personnel and Community Relations

1. Professional Staff Appointments

RESOLUTION NO. 2015-29

Ms. Hugo offered the following resolution and moved its adoption:
BE IT RESOLVED, that, based on upon the recommendation of the President of the College, the following appointments to the professional staff of Dutchess Community College are hereby approved:

ADMINISTRATIVE

Ellen Gambino, Vice President of Academic Affairs, for the period March 28, 2015, through August 31, 2015, at an annual salary of \$140,000, prorated for the period of time worked

Diana Pollard, Executive Director of the Dutchess Community College Foundation, for the period March 28, 2015, through August 31, 2015, at an annual salary of \$85,000, prorated for the period of time worked

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Seconded by Ms. Brown

Resolution adopted unanimously

2. Approvals of Promotions and Tenure

RESOLUTION NO. 2015-30

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 faculty members are granted tenure, effective September 1, 2015:

Michael Araujo, Business Department

Christopher Brellocks, Department of Performing, Visual Arts and Communications

Barbara McArdle, Department of Behavioral Sciences

Kathleen O’Connell, Department of Health, Physical Education, Athletics, and Dance

Todd Wilmot, Department of History, Government, and Economics

And, be it

FURTHER RESOLVED, that, based upon the recommendation of the President of the College, the following faculty members are promoted in rank effective September 1, 2015:

From Instructor to Assistant Professor

Kathleen O’Connell, Department of Health, Physical Education, Athletics, and Dance

Todd Wilmot, Department of History, Government, and Economics

From Assistant to Associate Professor

Michael Araujo, Business Department

Christopher Brellocks, Department of Performing, Visual Arts and Communications

Sandra DeGuzman, Department of Mathematics, Physical and Computer Science

Lowell Handler, Department of Performing, Visual Arts, and Communications

Melanie Klein, Department of English and Humanities

Barbara McArdle, Department of Behavioral Sciences

Catherine McGuire, Department of Engineering, Architecture, and Computer Technologies
Margaret Olimpieri, Department of Behavioral Sciences
Sara Taylor, Department of Mathematics, Physical and Computer Science

From Associate Professor to Full Professor

Sandra Fraley, Department of Allied Health and Biological Sciences
Jody Sterling, Department of English and Humanities

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Seconded by Mr. Kuffner Resolution adopted unanimously

3. Approval of Sabbaticals

RESOLUTION NO. 2015-31

Ms. Hugo offered the following resolution and moved its adoption:
BE IT RESOLVED, that, based upon the recommendation of the President of the College, and dependent upon resources in the 2015-2016 budget, the following members of the faculty are granted a sabbatical leave for the time period and pay indicated:

Andrew Rieser, Professor, Department of History, Government and Economics, half-year at full pay, Fall 2015 semester

Dana Weidman, Associate Professor, Department of Performing, Visual Arts and Communications, half-year at full pay, Fall 2015 semester

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Seconded by Mr. Dupree Resolution adopted unanimously

4. Approval of Three-year Term Appointments

RESOLUTION NO. 2015-32

Ms. Hugo offered the following resolution and moved its adoption:
BE IT RESOLVED, that, based upon the guidelines adopted by the Board of Trustees and the recommendation of the President of the College, the following full-time professional administrators are granted a renewal of their three-year term appointments from September 1, 2015, through August 31, 2018:

Lauren Bunnell, Registrar Counselor
Cathy Morillo, Assistant Dean of Administration
Marta Newkirk, Assistant Dean of Student Services
Lori Scolaro, Assistant Director of Academic Services and Testing

And, be it
FURTHER RESOLVED, that the following full-time professional administrators are granted an initial three-year term appointment from September 1, 2015, through August 31, 2018:

Mark Balaban, Director of Counseling and Career Services
Virginia Poznack, Director of Scheduling

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Seconded by Mr. Dupree

Resolution adopted unanimously

5. Approval of Change to Existing Position and Salary

RESOLUTION NO. 2015-33

Ms. Hugo offered the following resolution and moved its adoption:
WHEREAS, the position of Director of Campus Security and Public Safety has been designated a Dutchess United Educators position by the New York State Public Employee Relations Board, and
WHEREAS, both Dutchess Community College and Dutchess United Educators agree that this position should be included in the bargaining unit at the grade of Group 3, now, therefore, be it
RESOLVED, that, based upon the recommendation of the President of the College, the title of Director of Campus Security and Public Safety shall be included in Group 3 of the bargaining unit, and be it
FURTHER RESOLVED, that Edward Cox, the current occupant of the position of Director of Campus Security and Public Safety, shall receive a prorated salary of \$85,185, for the period March 28, 2015, through August 31, 2015.

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Seconded by Ms. VanBuren

Resolution adopted unanimously

VIII. Report of the Student Trustee

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

IX. Report of the Chairperson

A. Resolution of Commendation for Lorraine Messina

RESOLUTION NO. 2015-34

Mr. Keller-Coffey offered the following resolution and moved its adoption:
WHEREAS, Ms. Lorraine Messina has served Dutchess Community College faithfully and with honor and distinction for thirty-five years, and,
WHEREAS, the President of the College and the Board of Trustees appreciate and acknowledge Ms. Messina’s dedication and commitment to the College, and,
WHEREAS, Ms. Messina is worthy of special recognition for her years of service, now, therefore, be it
RESOLVED, that, based upon the recommendation of the President of the College, the Board of Trustees recognizes and extends congratulations and appreciation to Ms. Messina on the occasion of her completion of thirty-five years of service to Dutchess Community College, and be it
FURTHER RESOLVED, that the Board of Trustees hereby adopts this resolution in recognition of Ms. Messina’s outstanding service.

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Seconded by Mr. Kuffner Resolution adopted unanimously

B. Resolution of Commendation for Lorraine Schwinger

RESOLUTION NO. 2015-35

Mr. Keller-Coffey offered the following resolution and moved its adoption: WHEREAS, Ms. Lorraine Schwinger has served the Dutchess Community College Association faithfully and with honor and distinction for thirty-five years, and

WHEREAS, the President of the College and the Board of Trustees appreciate and acknowledge Ms. Schwinger’s dedication and commitment to the College and the Association, and,

WHEREAS, Ms. Schwinger is worthy of special recognition for her years of service, now, therefore, be it

RESOLVED, that, based upon the recommendation of the President of the College, the Board of Trustees recognizes and extends congratulations and appreciation to Ms. Schwinger on the occasion of her completion of thirty-five years of service to the Dutchess Community College Association, and be it

FURTHER RESOLVED, that the Board of Trustees hereby adopts this resolution in recognition of Ms. Schwinger’s outstanding service.

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Seconded by Mr. Rolison Resolution adopted unanimously

C. Chairperson LeGrand appointed Ms. Hugo, Mr. Kuffner, and Ms. VanBuren to serve on the Nominating Committee to fill the vacant position of Vice Chair. Ms. Hugo, who will serve as Chairperson, will report on the committee’s deliberations at the April Board meeting.

D. Mr. LeGrand reported that, as Chair of the Board, he represents Dutchess Community College as a member of the New York Community College Trustees (NYCCT) organization. Since he is not able to attend the meetings that are held in Albany, he asked Board members to let him know if they would be interested in participating in his stead.

X. Report of the President

A. President Edington gave a brief update on the Middle States Evaluation Team visit that will take place from Sunday, March 29, through Wednesday, April 1. She told the Board that the campus is prepared and eager to host this visit and showcase the College and the collective work we have done to prepare for our reaccreditation.

B. Dr. Edington reported that we are making progress on our Strategic Plan. Based upon input from the task force, open forums, the IBM consultants, and the Cabinet, a draft Mission, Vision, Values, and Goals has been developed. The next steps in the process are to bring the draft to the PSO

for confirmation and then to the Board for final approval. We are also in the process of creating initiatives for each of the goals.

- C. President Edington announced that the College is participating in The Chronicle's *Great Colleges to Work For* Program. This free program conducts a random survey of employees to get their opinions on their working environment, supervisors, etc. We will be provided with a report so we can benchmark for the future. The report will be shared with Board members.
- D. The College has submitted a START-Up New York application to SUNY. Based upon the feedback we received, we will update our application and resubmit it. We are working closely with the County on this project.
- E. Dr. Edington informed Board members that the 18th Annual *Math and Science Matters...Especially for Young Girls* was held on campus, as was the Dutchess County Science Fair. She said these events are a good way to showcase the College and be involved in the community.
- F. As part of Women's History Month, DCC had a contingent participate in the International Women's Day event on the Walkway in commemoration of the march in Selma.
- G. The Walkway will be holding its first marathon on June 13th. The DCC Foundation and Dutchess United Educators will sponsor a water station for the event. The College has been asked if we could film a documentary to commemorate the occasion. We are developing a plan that would include faculty and students working together to create a documentary that the Walkway can use for future publicity. It would also promote the College and our COM Program.
- H. President Edington reported that she was the keynote speaker at the community breakfast hosted by the Reformed Christian Fellowship Church. Earlier this week, she and students from the DCC Radio Station delivered food to the church for its pantry. The canned goods were collected at the Spring Convocation.
- I. Dr. Edington attended the Pattern for Progress breakfast where the County Executives from Dutchess, Orange, Sullivan, and Ulster Counties talked about collaboration, tourism, health care, manufacturing, entrepreneurship, and the importance of transforming the City of Poughkeepsie.
- J. President Edington has been asked to join the Board of Pattern for Progress and to serve on the Starry Starry Night Committee for the Walkway.
- K. Four DCC students have been selected to receive the 2015 SUNY Chancellor's Award for Student Excellence. One of them, Heather Polgrean, who is the President of Phi Theta Kappa (PTK), has been named a Bronze Scholar by the Coca-Cola Scholars Foundation and will receive a \$1,000

scholarship. Ms. Polgrean and Dr. Navina Hooker, the PTK advisor, will attend the International PTK Convention in San Antonio, TX. This will be a good opportunity for them to learn about what other colleges are doing and to share ideas.

XI. Items for Future Agendas

There weren't any items for future agendas. However, Trustee Brown reported that 491 individuals have purchased a ticket to attend the DCC Foundation Gala, which is scheduled for March 28, 2015. The Foundation has raised \$192,258 in sponsorships, and a silent auction will be held at the event.

XII. Date of Next Meeting

The next meeting of the Board of Trustees will be held on April 28, 2015 at 7:30 p.m.

XIII. Adjournment

There being no further business to discuss, a motion was made by Ms. Brown, seconded by Mr. Dupree, voted on, and duly carried, to adjourn the meeting. The meeting adjourned at 8:25 p.m.

Respectfully submitted,

Linda M. Beasimer
Recording Secretary

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