

Onondaga Community College Board of Trustees
Board Meeting
Tuesday, January 22, 2019
9:00 a.m. – 10:30 a.m.
Whitney 210
Presiding: Trustee Allen Naples

Trustees: Jaime Alicea; Dr. Donna DeSiato; Allison Guzman-Martinez; Melanie Littlejohn; Allen Naples; Tara Owens; John Sindoni; Neil Strodel

Staff: Anne Marie Bernardoni; Heather Carroll; Russ Corbin; Dr. Casey Crabill; Kathleen D'Aprix; David Furney; Jason Furney; Christina Granato; Sarah Gaffney; Julie Hart; Amy Kremenek; Mark Manning; Roger Mirabito; Dr. Kevin Moore; Lisa Moore; Sheilla Roth; Timothy Stedman; Wendy Tarby; Susan Tormey; Anastasia Urtz; Kelly Venturini; Dr. Julie White; Dr. Daria Willis

Guests: Timothy Hammond; Jonathan Miller

Call to Order

At 8:55 a.m., Trustee Naples called the board meeting to order.

Approval of the Consent Agenda

Trustee Naples requested a motion to approve the Consent Agenda. **On motion by Trustee DeSiato and seconded by Trustee Naples, the consent agenda was unanimously approved.**

Chair's Report

Audit Presentation by the Bonadio Group

Trustee Naples introduced Mark Manning, Chief Financial Officer, who, in turn, introduced Timothy Hammond and Jonathan Miller from The Bonadio Group. Mr. Miller presented the 2018 OCC annual financial audit and explained the responsibilities of the audit firm and the findings of the same. Various tests and assessments were performed and it was noted that the firm found no material weaknesses or deficiencies, and that business systems are operating effectively and that the financial information the Board of Trustees regularly receives is appropriate

Executive Session

At 9:20 a.m., Trustee Naples called for a motion to enter into Executive Session under the provisions of Section 105, Article 7f of the Public Officers Law to discuss financial matters. **On motion by Trustee Sindoni and seconded by Trustee Alicea, the Board of Trustees unanimously approved a motion to enter into Executive Session.**

At 9:30 a.m., **on motion by Trustee Sindoni and seconded by Trustee Alicea, the Board of Trustees unanimously approved a motion to move out of Executive Session and return to the board meeting.**

*Receipt of the OCC Audit

On motion by Trustee Sindoni and seconded by Trustee Alicea, receipt of the 2018 Onondaga Community College Audit was unanimously approved.

Honorary Degree, Founder's, and Trustee Award Nominations

Trustee Naples reminded Trustees that it is time for nominations for the Honorary Degree, Founder's and Trustee Awards. Any suggestions should be sent to Julie Hart by the end of February.

Board Retreat – April 26, 2019

Trustee Naples commented that the date for the Board of Trustees spring retreat is scheduled for April 26, 2019. He asked that Trustees mark their calendars as we will be providing an overview of the budget.

President's Report

*Resolution approving updates to the College Policy Manual

On motion by Trustee Sindoni and seconded by Trustee DeSiato, updates to the College Policy Manual were unanimously approved.

*Resolution to determine professional service: Professional Administrator Position Titles

On motion by Trustee DeSiato and seconded by Trustee Littlejohn, the resolution to determine professional service: Professional Administrator Position Titles, was unanimously approved.

Middle States

Dr. Crabill began her report with an update on Middle States. She explained that we received formal notification in late November that we have received reaccreditation with no conditions. Trustees may recall that conversations began on this subject in 2015. It is a cyclical process so we can anticipate conversations again in a few years.

Strategic Plan

Dr. Crabill continued her report with an update on the Strategic Plan. She explained that a refresh is taking place, and is being referred to as a "trilogy" due to our work with Title III. A report will be provided to the Trustees in spring.

Title III

Dr. Crabill continued her report with an update on Title III. She introduced Wendy Tarby, Title III Project Manager, to assist. Dr. Crabill explained that our first submission for the grant was not successful, but it provided us with additional time to prepare for when we had a successful submission. We were able to on the second attempt and were able to utilize all of our work from Achieving the Dream, the Strategic Plan, and Middle States into a comprehensive project. Ms. Tarby continued the report by stating that the focus is on targeted outcomes for retention and graduation by 2022. When we wrote the proposal, we thought about the complexities that a student has when they are choosing a college. The purpose of the grant is to focus our efforts on a few items. The curriculum path is one as well as non-academic supports. We have engaged 12 faculty to take on this work with JT Ryan, Dr. Christopher Thuot, and Dr. David Bzdak working on curriculum review and meta majors. Work continues to identify a source for student coaching and we are using an outside evaluator to make sure we stay on track with the grant requirements.

The first few months are full of federally mandated requirements with the first real target date of April 1 rapidly approaching.

SUNY

Dr. Crabill continued her report with an update on SUNY. She has confirmed that SUNY's budget request for community colleges this year is the same as last year – that the legislature alter the funding formula for community colleges and replace it with block grant model, similar to the ones at four-year institutions. The SUNY advocacy information will be available soon and shared with the Trustees. If any are interested in visiting local elected officials during budget discussions, please let Dr. Crabill know.

Committee Reports

Finance, Audit and Compliance Committee

No report at this time.

Education Committee

No report at this time.

Student Government Update

Student Allison Guzman-Martinez provided a brief overview of planning for Unity Day. She reminded trustees that she believes students would enjoy seeing them at the event and encouraged them to attend. Julie Hart will send out a save-the-date for the event on April 10.

OCC Foundation

Trustee Naples introduced Trustee Strodel to provide an update on the OCC Foundation. Trustee Strodel shared with trustees some information relative to the OCC Foundation's financials, explaining that we are trending where we were at this time last year. The Believe in Better campaign has accumulated total gifts of \$1 million since 2016 with the campaign steering committee meeting regularly now. The Celebration of Success event is scheduled for April 25 where we will recognize our impact partner of the year and will feature guest speaker OCC Alumna Laurie Halse Anderson.

Executive Session

At 10:10 a.m., Trustee Naples called for a motion to enter into Executive Session under the provisions of Section 105, Article 7f of the Public Officers Law to discuss financial matters. **On motion by Trustee Sindoni and seconded by Trustee DeSiato, the Board of Trustees unanimously approved a motion to enter into Executive Session.**

At 10:20 a.m., on motion by Trustee Littlejohn and seconded by Trustee Alicea, the Board of Trustees unanimously approved a motion to move out of Executive Session and return to the board meeting.

There being no further business, Trustee Naples adjourned the board meeting at 10:20 a.m.

Prepared by:

Julie Hart
Secretary, Board of Trustees

Submitted by:

Allen Naples
Chair, Board of Trustees