

DUTCHESS COMMUNITY COLLEGE  
Minutes  
Board of Trustees Meeting  
December 5, 2023

Trustees Present: Mr. Michael Francis Dupree, Chair; Mr. Frank Castella, Mr. Stephen Caswell, Ms. Darrah Cloud, Ms. Angela Flesland, Mr. Ibis Guzman, , Ms. Linda Pratt, Ms. Maya Chinkan and Dr. Peter Grant Jordan  
President

Absent: Ms. Lisa Ghartey, Ms.Evelyn Panichi

I. The meeting was called to order at 6:30 p.m. by Chairperson Dupree.

II. Ms. Cloud led the Pledge of Allegiance.

III. Roll Call by Ms. Ponticello, quorum present.

IV. Approval of Agenda:

Upon motion made by Ms. Flesland, seconded by Ms. Pratt, voted on and duly carried the agenda was approved as distributed.

V. Public Comment

There were no requests to address the Board.

VI. Consideration of Minutes of Meeting held on October 24, 2023:

Upon motion made by Mr. Castella seconded by Mr. Guzman, voted on and duly carried, the minutes were approved as distributed.

VII. COMMITTEE REPORTS

Chairperson Dupree 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 Committee (D. Cloud)

Ms. Cloud provided the Board with a summary of items discussed at the last Academic and Student Affairs Committee held on November 14, 2023.

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 November 8, 2023:

C. Finance & Facilities (S. Caswell, Chair)

Mr. Caswell provided the Board with a summary of items discussed at the last Finance & Facilities Committee meeting on October 13, 2023.

1. Approval of Bid for Marketing and Communications Consultant (Res # 2024-25)

S. Caswell offered the following resolution and moved its adoption:

WHEREAS, Board of Trustees' Resolution #15, dated October 17, 1988, authorized the College to participate in the Dutchess Educational Health Insurance Consortium (DEHIC), and

WHEREAS, the Board of Trustees has approved subsequent Trust Agreements that permit the College to remain a member of the Consortium, and

WHEREAS, the Board of Trustees of DEHIC has approved a revised Trust Agreement to clarify certain provisions in the original Trust Agreement and ensure the continued effective operation of DEHIC, and

WHEREAS, participants are required to approve the amended Trust Agreement, now, therefore, be it

RESOLVED, that Dutchess Community College hereby agrees to the amendment of the DEHIC Trust Agreement, as proposed by DEHIC's Board of Trustees, to be effective January 1, 2024, and be it

FURTHER RESOLVED, that Dr. Peter Jordan, President, is hereby authorized to execute the attached Amended Trust, which shall be made part of the minutes of this meeting, and be it

FURTHER RESOLVED, that a certified copy of this resolution shall be sent, along with the executed Trust Agreement, to DEHIC.

\* \* \* \* \*

Seconded by L. Pratt

Motion Carried Unanimously

D. Personnel & Community Relations (A. Flesland, Chair)

Ms. Flesland provided the Board with a summary of items discussed at the last Personnel & Community Relations Committee meeting held on November 20, 2023.

1. Approval of Professional Staff Titles (Res # 2024-26)

WHEREAS, it has been determined that, to meet the needs of the College, the following new titles need to be created:

Assistant Director of Grants Alumni Relations and Operations  
Special Events Coordinator

WHEREAS, Section 35 of the Civil Service Law requires that title determination of positions in the professional service be made by the Board of Trustees, now, therefore, be it

RESOLVED, that, approval is hereby given to create the aforementioned titles of an Assistant Director of Grants Alumni Relations and Operations and a Special Events Coordinator.

\* \* \* \* \*

Seconded by I. Guzman

Motion Carried Unanimously

2. Approval of the Termination of Employment for Employee # Axxxx1660 (Res # 2024-27)

A. Flesland offered the following resolution and moved its adoption:

WHEREAS, in accordance with Section 7.13 of the Agreement between the Board of Trustees of Dutchess Community College and the County of Dutchess and the Full-Time Educators' Unit of the Dutchess United Educators, a notice of discipline, dated October 18, 2023, was served on Employee #Axxxx1660 that specified charges of misconduct and the proposed penalty of termination; and

WHEREAS, the Employee failed to file a disciplinary grievance within ten (10) days of service of the foregoing notice of discipline;

NOW THEREFORE, BE IT RESOLVED, that the Board hereby terminates Employee #A00001660, effective immediately.

\* \* \* \* \*

Seconded by D. Cloud

Motion Carried Unanimously

VIII. Report of the Student Trustee

Ms. Chinkan reported on the Thanksgiving Jam event that took place in

November involving several clubs on campus.

Ms. Chinkan reported on the approval of a new club called the Crypt Keepers club.

Ms. Chinkan reported on new SGA appointments for a Senate Member and a Coordinator of Internal Affairs.

Ms. Chinkan reported on the “DCC at Night” event being held on December 8<sup>th</sup> in Dutchess Hall.

Ms. Chinkan reported on a discussion with SGA regarding upcoming meetings and events for next semester and into spring semester.

Ms. Chinkan closed her report by updating the Board on two concerns brought her to attention by students. She discussed SGA reimbursements and the concern from an aviation student regarding the completion of flight hours as a requirement for graduations. Adam Rathbun was able to address the reimbursement policy for SGA Leadership through the Association Board and President Jordan spoke to Ms. Chinkan about the Aviation concern and how a new plain has been purchased and arrived which should assist with this issue.

IX. Report of the Chairperson

Chairman Dupree highlighted college-wide activities for the month of November 2023.

X. Report of the President.

President Jordan reported on the second annual DCC Fall Festival held on October 29<sup>th</sup>. It was a great turnout where faculty, staff and student came to campus with their families to celebrate fall and Halloween.

President Jordan reported on being as keynote speaker at the Dutchess County Chamber of Commerce Contact Breakfast held on November 15<sup>th</sup>. Dr. Jordan’s remarks, entitled “The Power of Partnership: Leveraging Education, Industry and Community to Fuel our Region’s Economy” were well received.

President Jordan reported on DCC being invited to participate in the CHIPS (Creating Helpful Incentives to Produce Semiconductors) R&D Roundtable event at the Albany NanoTech Complex on November 29<sup>th</sup>.

President Jordan reported on the Dutchess County Legislature’s Budget Finance and Personnel Committee meeting held on December 4<sup>th</sup>. Legislature voted unanimously to approve the College’s 2024-2025 Capital Budget requests.

XI. Other Business

There was none.

XII. Date of Next Meeting

The next meeting of the Board of Trustees will be held on January 23, 2024 at 6:30 p.m.

XIII. Adjournment

There being no further business to discuss, a motion was made by Ms. Flesland, seconded by Mr. Guzman, voted on, and duly carried, to adjourn the meeting. The meeting adjourned at 6:59 p.m.

Respectfully submitted,

Joia Ponticello  
Executive Assistant