

DUTCHESS COMMUNITY COLLEGE
Minutes
Board of Trustees Meeting
May 25, 2021

Trustees Present: Mr. Michael Francis Dupree, Chair; Ms. Lisa Ghartey, Mr. Daniel P. Kuffner, Mr. Timmian Massie, Mr. A. Gregg Pulver, and Ms. Kaitlyn Cohn, Student Trustee
Dr. Ellen Gambino, Acting President

Absent: Ms. Sheila Appel and Ms. Angela Flesland

I. The meeting was called to order at 7:28 p.m. by Chairperson Dupree.

II. Roll Call by Ms. Beasimer, quorum present.

III. Approval of Agenda

Chairman Dupree made a motion to amend the agenda by tabling Resolutions #2021-38, #2021-39, and #2021-41. Mr. Kuffner seconded the motion. The motion was unanimously approved.

Mr. Massie made a motion to approve the agenda as amended. The motion was seconded by Mr. Kuffner, voted on and unanimously approved.

IV. Public Comment

There were no requests to address the Board.

V. Consideration of Minutes of Meetings

Mr. Massie made a motion to accept the minutes of the meetings held on April 27, 2021, May 11, 2021, and May 12, 2021 as distributed. The motion was seconded by Mr. Pulver, voted on and unanimously approved.

VI. 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. Finance and Facilities

1. Approval of RFP for Network Upgrades and Equipment Replacement

REQUISITION NO. 2021-37

Mr. Massie offered the following resolution and moved its adoption:
WHEREAS, a request for proposals was duly advertised and requested for Network Upgrades and Equipment Replacement, and

WHEREAS, one (1) proposal was received as a result of this solicitation for Network Upgrades and Equipment Replacement, RFP-DCC-11-2021, requested on or prior to May 5, 2021, and
 WHEREAS, vendor proposal prices for the College are shown on the tabulation sheet attached to this resolution, and
 WHEREAS, the proposal received from Presidio Networked Solutions Group, LLC meets the required specifications, and
 WHEREAS, funds for the Network Upgrades and Equipment Replacement will be made available from Federal stimulus funds, now, therefore, be it
 RESOLVED, that the contract for Network Upgrades and Equipment Replacement for the College, in accordance with the specifications, be awarded to Presidio Networked Solutions Group, LLC, Glastonbury, CT, in an amount not to exceed \$3,360,198.04.

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Seconded by Mr. Kuffner Resolution adopted unanimously

B. Personnel and Community Relations

1. Professional Staff Appointment

RESOLUTION NO. 2021-40

Mr. Pulver offered the following resolution and moved its adoption:
 BE IT RESOLVED, that, based upon the recommendation of the Acting President of the College, the following reappointment to the professional staff of Dutchess Community College is hereby approved:

Angela Rios, Acting Associate Dean of Academic Affairs, for the period September 1, 2021 through December 31, 2021, with an annual stipend of \$14,251.59, prorated for the period of time worked.

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Seconded by Mr. Massie Resolution adopted unanimously

C. Board Policy Committee

1. Approval of Electronic and Information Technology (EIT) Accessibility Policy

RESOLUTION #2021-42

Mr. Kuffner offered the following resolution and moved its adoption:
 WHEREAS, in keeping with good governance practices, the Board of Trustees Policy Committee reviews the College’s policies on a regular basis, and
 WHEREAS, to comply with SUNY regulations, a policy on Electronic and Information Technology (EIT) Accessibility has been written, and
 WHEREAS, the College’s Coordinator of Accommodative Services has reviewed said policy to ensure it meets SUNY’s requirements, and
 WHEREAS, the Policy Committee finds said policy to be appropriate to the needs of the College, now, therefore, be it
 RESOLVED, that, based upon the recommendations the Policy Committee, and review by the Board of Trustees, the attached policy on Electronic and Information Technology (EIT) Accessibility, which shall be made part of the

official minutes of this meeting, is hereby approved, and be it FURTHER RESOLVED, that this policy shall be effective immediately, and be it FURTHER RESOLVED, that the Board reconsider this policy again within five years or earlier should it be determined revisions are needed prior to the scheduled review date.

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Seconded by Mr. Pulver Resolution adopted unanimously

2. Approval of Revision to Policy on Personal Use of College Property

RESOLUTION NO. 2021-43

Mr. Kuffner offered the following resolution and moved its adoption: WHEREAS, in keeping with good governance practices, the Board of Trustees Policy Committee reviews Board and College administrative policies on a regular basis, and WHEREAS, based upon this review and input from the members of the Board of Trustees, the Policy Committee has determined that the Policy on Personal Use of College Property needs to be revised, now, therefore, be it RESOLVED, that, based upon the recommendation of the Policy Committee and review by the Board of Trustees, the revised policy on Personal Use of College Property, which is attached and shall be made part of the official minutes of this meeting, is hereby approved, and be it FURTHER RESOLVED, that this policy shall be effective immediately, and, be it FURTHER RESOLVED, that the Board reconsider this policy again within five years or earlier should it be determined revisions are needed prior to the scheduled review date.

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Seconded by Mr. Pulver Resolution adopted unanimously

VII. Report of the Student Trustee

Student Trustee Cohn reported that the graduation ceremony was a successful event and a wonderful experience. The ceremony was live-streamed and is still available online. She thanked everyone who made it possible to have an in-person graduation this year.

Report of the Chairperson

A. Chairman Dupree made the following appointments:

Trustee Flesland – Chair of the Personnel and Community Relations Committee

Trustee Ghartey – Member of the Personnel and Community Relations Committee

Trustee Kuffner – Liaison to the DCC Foundation and Chair of the Policy Committee

- B. Mr. Dupree noted that the Secretary of the Board position is vacant due to the retirement of Trustee Brown. He asked any Board member interested in running for the position to contact him.
- C. Chairman Dupree commended and thanked the staff who organized the graduation ceremony and the faculty who attended. He also expressed appreciation to County Executive Marcus Molinaro, who spoke at both the morning and afternoon ceremonies; State Senator Sue Serino, who addressed the graduates in the morning; and Trustee Gregg Pulver for joining everyone for the morning ceremony. He also congratulated Student Trustee Cohn on her speech as well as now being a DCC alumnae.
- D. Mr. Dupree reported that he attended the DCC Foundation Golf Tournament. He thanked everyone who was involved for their efforts to make this event successful.
- E. Resolution of Commendation for Trustee Betsy Brown

RESOLUTION NO. 2021-44

Mr. Dupree offered the following resolution and moved its adoption:

WHEREAS, Ms. Betsy Brown has retired from the Board of Trustees of Dutchess Community College after eighteen years of distinguished service, and

WHEREAS, during her tenure on the Board, Ms. Brown served with distinction in various leadership positions, including Board Secretary, Chair of the Personnel and Community Relations Committee and Board liaison to the DCC Foundation, and

WHEREAS, Ms. Brown was always well-informed about, and involved in, Board deliberations and consistently provided sage counsel, and

WHEREAS, Ms. Brown has been integrally involved in the affairs of the Board of Trustees and her leadership has resulted in an improved educational environment for both students and faculty, and

WHEREAS, the Board of Trustees wishes to recognize and commend Ms. Brown for her years of unwavering and devoted service to Dutchess Community College as a member of the Board of Trustees, now, therefore, be it

RESOLVED, that the Board of Trustees hereby extends its appreciation to Ms. Brown for her dedication and commitment to the excellence of Dutchess Community College, and be it

FURTHER RESOLVED, that Ms. Brown be granted emeritus status, and be it

FURTHER RESOLVED, that the Board of Trustees hereby approves this resolution on the occasion of Ms. Brown’s retirement from the Board.

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Seconded as a whole

Resolution adopted unanimously

IX. Report of the Acting President

- A. Acting President Gambino asked Mr. Schnackenberg, Director of Institutional Research, Planning and Assessment, to give a report on enrollment.

Mr. Schnackenberg informed Board members that summer enrollment is up by 11% compared to an equivalent point last year. With enrollment at 8,258 credits, we are already 622 credits above the enrollment/budget goal for the term. It is anticipated that we will have over 1,000 credits above goal for the summer, which would result in over \$200,000 more in tuition revenue than expected.

For the fall semester, we are down 28% in both the number of students enrolled and credits than at the equivalent point last year. However, enrollment this year has been open for fewer weeks than it was last year. The projection for fall is that our enrollment will be down between 8 and 9%. To put it in context, Mr. Schnackenberg said that, last year at this point, we were down 40% from the prior year and we ended up at a 12% decline, which was above our budgeted goal.

- B. Dr. Gambino reported on HSE and ESL summer enrollment. ESL enrollment has increased by 50% over two years ago. HSE enrollment is up slightly at this point, but registration will remain open for three more weeks so it is anticipated enrollment will continue to increase for this program as well.
- C. Acting President Gambino gave an update on the Vassar College Partnership. Five Vassar students have registered for summer coursework at DCC, and five of our students were selected for coursework at Vassar for the fall semester.
- D. Dr. Gambino informed Board members that the College is offering a new credit-free course, entitled Maintaining and Flying your Drone. We are in the process of creating a credit-free micro-credential course.
- E. Acting President Gambino announced the following open houses/ribbon cuttings for our two new facilities:

DCC@Fishkill, which is a 47,000 square foot teaching and learning facility located at the intersection of Route 9 and Interstate 84, will officially open on June 10, 2021.

On June 24, we will celebrate the opening of DCC@HVR Airport, where our aviation programs are housed.

Both of these events will begin at 2:00 p.m.

- F. Dr. Gambino informed Board members that FAA inspectors visited the airport facility. There were some minor documentation issues that were addressed during the visit. We are expecting FAA approval in time for the June opening.
- G. Acting President Gambino spoke about DCC's long-standing partnership with Global Foundries. In addition to offering internship opportunities, field trips, classroom visits, etc. Global Foundries also regularly participates in our job fairs and other recruitment activities. We have expanded this

partnership and a representative of Global Foundries will now serve on our Electrical Technology Advisory Board. The partnership will also allow its employees the opportunity to pursue undergraduate or certificate programs at DCC through the company's tuition reimbursement program. They are particularly interested in our electrical technology, engineering science, computer information systems and computer science programs.

- H. Dr. Gambino commended the facilities and student services staff, led by Associate Vice President Bridgette Anderson and Dean of Student Services Colleen Trogisch for their efforts in organizing our commencement celebrations.

There were two ceremonies; 141 students attended the morning ceremony and 108 students attending in the afternoon. 32 faculty and 16 staff members were in attendance; County Executive Marcus Molinaro attended both ceremonies; and State Senator Sue Serino attended the morning ceremony. Kyle Troia, President of the Student Government Association, addressed the students in the morning, and Student Trustee Kaitlin Cohn spoke in the afternoon.

A short video of graduation was shown. Dr. Gambino thanked Gail Glover, Director of Marketing, Social Media, and College Communications, and her staff for creating the video.

X. Other Business

There was none.

XI. Date of Next Meeting

The next meeting of the Board of Trustees will be held on June 22, 2021 at 7:00 p.m.

XII. Adjournment

There being no further business to discuss, a motion was made by Mr. Massie, seconded by Mr. Pulver, voted on, and duly carried, to adjourn the meeting. The meeting adjourned at 7:55 p.m.

Respectfully submitted,

Linda M. Beasimer
Executive Assistant

**DUTCHESS COMMUNITY COLLEGE
POUGHKEEPSIE, NY**

RFP-DCC-11-2021				
NETWORK UPGRADES & EQUIPMENT REPLACEMENT		PROPOSAL OPENING DATE: May 5, 2021		TIME: 2:00 PM
	Vendor Name			
Project Component	Presidio Networked Solutions Group, LLC			
HARDWARE	\$	2,216,767.00		
SOFTWARE	\$	198,932.45		
MAINTENANCE-3-year contract	\$	328,270.23		
LABOR-FIXED RATE	\$	604,828.36		
TRAINING	\$	11,400.00		
TOTAL	\$	3,360,198.04		
RFB OPENED BY: _____			BID TABULATION RECORDED BY: _____	
COMMENTS: 296 possible vendors notified of RFP on BidNet. 73 possible vendors downloaded RFP . Package _____				

DUTCHESS

COMMUNITY COLLEGE

Electronic and Information Technology (EIT) Accessibility Policy

Dutchess Community College is committed to inclusion and equity and to ensuring that electronic and information technology accessibility is provided for all students, faculty and staff with disabilities that may impact the ways in which they access and successfully use electronic information.

In order to ensure that there is appropriate campus commitment to support equal and integrated access to all of its programs, services, and activities, particularly for individuals with disabilities, especially in the realm of electronic and information technologies, EIT accessibility must be recognized as the responsibility of all administrators, faculty and staff.

To that end, the College shall develop, purchase, host, and/or acquire, to the extent feasible, web pages, websites, hardware and software products and services that are accessible to persons with disabilities.

The EIT Accessibility Officer shall be responsible for issuing, updating and enforcing any requirements, standards, or guidelines that support the SUNY policy of EIT Accessibility.

Administration shall ensure that an Accessibility Plan to promote ongoing, inclusive access for individuals with disabilities is developed and maintained.

Attachment to Board of Trustees Resolution #2021-42, dated May 25, 2021

DUTCHESS

COMMUNITY COLLEGE

Policy on Personal Use of College Property

College facilities, equipment, letterhead and/or materials are to be used for official purposes only. Use of said equipment, letterhead, or materials by a College employee or student for conducting personal business, to express personal opinions, or for any other personal gain is prohibited. Furthermore, it is the responsibility of each employee to help in seeing that College resources are used only for approved activities.

Attachment to Board of Trustees Resolution #2021-43, dated May 25, 2021