

DUTCHESS COMMUNITY COLLEGE  
Minutes  
Board of Trustees Meeting  
October 26, 2021

Trustees Present: Mr. Michael Francis Dupree, Chair; Ms. Angela Flesland, Ms. Lisa Gharthey (left early), Mr. Ibis Guzman, Mr. Daniel P. Kuffner, Mr. A. Gregg Pulver, Mr. William R. Steinhaus, and Mr. Miguel Dominguez, Student Trustee  
Dr. Peter Grant Jordan, President

Absent: Ms. Sheila Appel,

I. The meeting was called to order at 7:00 p.m. by Chairperson Dupree.

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

III. Approval of Agenda:

Chairman Dupree announced that the Personnel and Community Relations Committee report was removed from the agenda.

Mr. Dupree made a motion to accept the agenda as revised. The motion was seconded by Ms. Flesland, voted on and duly carried.

IV. Public Comment

There were no requests to address the Board.

V. Consideration of Minutes of Meeting held on September 28, 2021: Upon motion made by Ms. Flesland, seconded by Mr. Guzman, voted on and duly carried, the minutes were approved as distributed.

VI. Educational Presentation

Mr. Martin Schneider, Grants Director, gave a presentation on the Title III grant that was awarded to the College. Title III is designed to help institutions expand their capacity to serve low-income students by providing funds to improve and strengthen the academic quality, institutional management, and fiscal stability of the institutions receiving the grant.

Mr. Schneider gave an overview of the timeline of the grant application. Work on the application, which involved collaborative efforts by various offices, began in fall 2020 and was submitted in July 2021. In September 2021, the College was notified that we received a five-year grant totaling \$2.2 million (\$450,000/year).

The objectives of the grant and targeted increases are:

- Increase enrollment of students 25 years old or above by 30%
- Increase passing rates in English 101 by 20%

- Increase passing rates in Math gateway courses by 10%
- Increase fall-to-fall retention of first-time, full-time students by 12%
- Increase rate of first time, full-time students who earn a degree or certificate within 3 years by 10%
- Increase transfer rate to four-year universities for low-income students by 13.6%
- Increase transfer rate to four-year universities for African-American students by 14.6%

Mr. Schneider provided information regarding aligning Title III with Guided Pathways and the strategies that will be used to ensure success. He also provided an organization chart indicating the various positions that are needed, how the structure will function, and resources to institutionalize, as well as sustainability. Three new positions will be required: Prior Learning Assessment Coordinator, Workforce Pathways Coordinator, and Career Coach. An external evaluator will assist in evaluating the project.

Mr. Schneider reviewed with Board members the next steps to be taken:

- Project Director- 50% release and backfill; reports to the President
- Steering Committee selection and review of implementation plan with timeline for meeting project milestones
- Evaluator selection and development of Evaluation Plan
- Advertisement of staffing positions (three new and the balance from existing faculty/ staff)
- Year 1 work plan review and budget modifications reviewed with federal liaison

## VII. COMMITTEE REPORTS

Chairman 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 Bids:

##### a. Sewer Cleaning and Maintenance

#### RESOLUTION NO. 2022-06

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

WHEREAS, bids were duly advertised and requested for SEWER LINE CLEANING MAINTENANCE/SERVICE AGREEMENT on a multi-year basis, and

WHEREAS, bids were received as a result of the solicitation and were publicly opened and read aloud at 11:00 A.M. on September 29, 2021, and

WHEREAS, vendors provided prices as shown on the tabulation sheet attached to this resolution, and

WHEREAS, funds for SEWER LINE CLEANING MAINTENANCE/SERVICE

AGREEMENT will be made available in the operational budgets associated with the terms of the contract, now, therefore, be it RESOLVED, that the bid received for SEWER LINE CLEANING MAINTENANCE/ SERVICE AGREEMENT be awarded to Fred A. Cook, Montrose, N.Y., the low bidder, in the amount of \$8,400.00, in accordance with the specifications for a multi-year contract in the amounts specified on the attached summary sheet for labor and equipment with operator for work outside the scope of the contract. This contract is for one year with the provision for two (2), one-year extensions.

\* \* \* \* \*

Seconded by Mr. Pulver

Resolution adopted unanimously

b. Snow Plowing and Removal

RESOLUTION NO. 2022-07

Mr. Kuffner offered the following resolution and moved its adoption: WHEREAS, bids were duly advertised and requested for on-campus SNOW PLOWING AND REMOVAL on a multi-year basis, and WHEREAS, bids were received as a result of the solicitation and were publicly opened and read aloud at 3:00 P.M., October 18, 2021, and WHEREAS, vendors provided prices as shown on the tabulation sheet attached to this resolution, and WHEREAS, funds for SNOW PLOWING AND REMOVAL will be made available in the operational budgets associated with the terms of the contract, now, therefore, be it RESOLVED, that the bid received for on-campus SNOW PLOWING AND REMOVAL be awarded to Corewood Ventures, Inc., Poughkeepsie, NY on an “as needed” basis and in accordance with the specifications for a multi-year contract and in the amounts specified on the attached summary sheet for labor and equipment with operator. This contract is for a three-year period with the provision for two (2), one-year extensions.

\* \* \* \* \*

Seconded by Mr. Guzman

Resolution adopted unanimously

VIII. Report of the Student Trustee

- A. Student Trustee Dominguez suggested that, based upon the earlier discussion surrounding the Title III grant, it might be helpful to those students facing hardships if the College increased the number of student aid positions available and possibly offered a higher pay for these positions.
- B. Mr. Dominguez announced that the DCC Pantry is accepting donations and is specifically seeking hygiene products.
- C. The Falcon Press is recruiting students to get involved with the student newspaper by writing articles, submitting pictures, etc.
- D. Mr. Dominguez informed Board members that he will be attending a meeting for community college student trustees that is being hosted by NYCCT (New York Community College Trustees). This meeting will provide an opportunity

to meet other student trustees, to gain a sense of community, ask former student trustees questions, and learn more about the role of student trustee.

IX. Report of the Chairperson

- A. Chairman Dupree reported that County Executive Marcus Molinaro will be giving his budget presentation at the College's Aviation Education Center. This is good exposure for the College and provides an opportunity for those attending to tour the site.
- B. Mr. Dupree announced that the College was named one of eight best community colleges in the nation for LGBTQ students.
- C. Chairman Dupree congratulated Assistant Professor Treesa Scaria for being one of only thirteen individuals selected to receive a Nursing Education Award from the National League of Nursing.
- D. Mr. Dupree thanked faculty and staff for their continued efforts on behalf of our students.

X. Report of the President

- A. President Jordan informed Board members that he is continuing to meet with community leaders, prospective donors, and potential partners.
- B. Dr. Jordan reported that he is meeting regularly with the superintendent of Dutchess County BOCES. One of the discussions taking place is the possibility of developing an early college high school. He is committed to ensuring that BOCES students have pathways to DCC.

XI. Other Business

There was none.

XII. Date of Next Meeting

The next meeting of the Board of Trustees will be held on December 14, 2021 at 7:00 p.m.

XIII. Adjournment

There being no further business to discuss, a motion was made by Ms. Flesland, seconded by Mr. Kuffner, voted on, and duly carried, to adjourn the meeting. The meeting adjourned at 7:48 p.m.

Respectfully submitted,

Linda M. Beasimer  
Executive Assistant

Dutchess Community College, Poughkeepsie, NY						
RFB-DCC-01-2021						
Sewer Line Cleaning Service/Maintenance Agreement						
Bid Opening Date: September 29, 2021 Time: 11:00 AM						
<b>BIDDER</b>	Custom Street Services, LLC		Tam Enterprises		Fred A. Cook	
	Hyde Park, NY		Goshen, NY		Montrose, NY	
<b>Base Bid - Annual Maintenance</b>						
DCC Campus	\$18,000.00		\$31,530.00		\$5,900.00	
Conklin Hall	\$15,000.00		\$4,000.00		\$2,500.00	
<b>Total</b>	<u>\$33,000.00</u>		\$35,530.00		\$8,400.00	
<b>Additional work if needed</b>	Normal Hourly Rate	Overtime Hourly Rate	Normal Hourly Rate	Overtime Hourly Rate	Normal Hourly Rate	Overtime Hourly Rate
Electric Snake/Snaking w/Operator	\$200.00	\$285.00	\$300.00	\$450.00	\$195.00	\$250.00
Jets with Operator	\$340.00	\$427.00	\$360.00	\$487.50	\$225.00	\$350.00
Vacuum Truck with Operator	\$340.00	\$427.00	\$360.00	\$487.50	\$225.00	\$350.00
TV/Video Inspection Camera &	\$200.00	\$285.00	\$220.00	\$287.50	\$200.00	\$250.00
Portable Jetter with Operator	no bid	no bid	\$350.00	\$500.00	\$195.00	\$250.00
Line Locator with Operator	\$195.00	\$280.00	\$300.00	\$450.00	\$195.00	\$250.00
Mechanic	\$140.00	\$225.00	\$245.00	\$312.50	\$125.00	\$175.00
Laborer	\$100.00	\$170.00	\$120.00	\$180.00	\$110.00	\$145.00
Portable Toilet	0/day \$165/WK \$275/Month		4.47/Day 31.25/Wk 125/mo.		N/B	
BID OPENED BY: _____						
COMMENTS: _____						

DUTCHESS COMMUNITY COLLEGE

RFB-DCC-05-2022						
<b>SNOW PLOWING AND REMOVAL</b>		<b>BID OPENING DATE: October 18, 2021</b>			<b>TIME: 3:00 PM</b>	
<b>BIDDERS NAME;</b>	3 YEAR AVERAGE BILLED HOURS	COREWOOD VENTURES POUGHKEEPSIE, NY	3 YR AVG X HOURLY RATE	AMITY CONSTRUCTION POUGHKEEPSIE, NY	3 YR AVG X HOURLY RATE	
		<b>Price per hour/truck</b>		<b>Price per hour/truck</b>	<b>Price per hour/truck</b>	
<b><u>I. Snow Plowing-Operator and Equipment:</u></b>						
<b>A) 4-Wheel Truck &amp; Plow</b> (not smaller than ¾ ton ea.,min 3 trucks) 1) Alternate-Specify	55	\$ 125.00	\$ 6,875.00	\$ 142.00	\$ 7,810.00	
<b>B) Loader/Backhoe (min.2 loaders)</b> 3 yard minimum bucket	5	\$ 175.00	\$ 875.00	\$ 168.00	\$ 840.00	
<b>C) Snow Pusher Box, min 12,' with appropriately sized Loader</b>	63	\$ 200.00	\$ 12,600.00	\$ 199.00	\$ 12,537.00	
<b><u>II. Snow Removal-Operator &amp; Equipment:</u></b>						
<b>A) Front-end loader-3 yd. bucket min.</b> (min. 2 loaders) 1) Alternate-Specify		\$ 175.00		\$ 173.00		
<b>B) 10-Wheel dump truck for snow hauling</b> (min. 2 trucks or equivalent moving capacity).		\$ 140.00		\$ 122.00		
<b>C) Hourly rate for one laborer to assist machine operator when necessary.</b>		\$ 75.00		\$ 85.00		
<b>D) Sander (as back up to College equipment)</b>	1.33	\$ 175.00	\$ 232.75	\$ 192.00	\$ 255.36	
<b>TOTAL</b>			<b>\$ 20,582.75</b>		\$ 21,442.36	
RFB OPENED BY: _____		BID TABULATION RECORDED BY: _____				
COMMENTS: _____						