

DUTCHESS COMMUNITY COLLEGE
Minutes
Board of Trustees Meeting
July 13, 2022

Trustees Present: Mr. Michael Francis Dupree, Chair; Ms. Sheila Appel, Mr. Stephen Caswell, Ms. Angela Flesland, Ms. Lisa Ghartey, and Mr. Ibis Guzman,
Dr. Peter Grant Jordan, President

I. The meeting was called to order at 7:37 p.m. by Chairman Dupree.

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

III. Approval of Agenda:

Chairman Dupree asked for a motion to amend the agenda to add an Executive Session to discuss personnel matters permissible under the Open Meetings Law. Ms. Appel made the motion to amend and accept the agenda as requested. The motion was seconded by Mr. Guzman, voted on and approved.

IV. Public Comment

There were no requests to address the Board.

V. Consideration of Minutes of Meeting held on May 31, 2022: Upon motion made by Ms. Ghartey, seconded by Ms. Appel, voted on and duly carried, the minutes were approved as distributed.

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 Five-year Capital Plan

RESOLUTION NO. 2022-51

Ms. Appel offered the following resolution and moved its adoption:

WHEREAS, the County of Dutchess and the State University of New York require the submission of a project list and estimated costs of capital construction and improvement projects for a five-year period, and WHEREAS, the educational, administrative and support needs for rehabilitation, preservation and improvement of facilities have been reviewed and related to the specific projects and priorities as indicated on the attached list, now, therefore, be it

RESOLVED, that the campus facilities projects listed on the attached

document, which shall be made part of the minutes of this meeting, are hereby approved as Dutchess Community College’s Five-year Capital Projects Plan for the period 2023-2027.

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Seconded by Mr. Caswell

Resolution adopted unanimously

B. Personnel and Community Relations

1. Approval of Retirement/Granting of Emeritus Status

RESOLUTION NO. 2022-52

Ms. Flesland offered the following resolution and moved its adoption: BE IT RESOLVED, that, based upon the recommendation of the President of the College, the retirement of Johanna Halsey, Professor in the Department of Mathematics and Computer Sciences, is hereby granted, effective July 15, 2022, and be it

FURTHER RESOLVED, that approval is granted to pay the appropriate benefits earned, and be it

FURTHER RESOLVED, that, in recognition of her dedicated service to Dutchess Community College, Professor Halsey be granted emeritus status upon her retirement, and be it

FURTHER RESOLVED, that the Board of Trustees extends its sincere appreciation to Professor Halsey for her valuable contributions to the College’s educational program during her tenure and wishes her the very best in her retirement and future endeavors.

* * * * *

Seconded as a whole

Resolution adopted unanimously

2. Authorization to File Civil Service Law Section 75 Disciplinary Charges

RESOLUTION NO. 2022-53

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

BE IT RESOLVED that the Board of Trustees hereby authorizes the President of the College to prefer Civil Service Law Section 75 disciplinary charges against employee A00001803 and/or employee A00109387, if he deems such charges to be warranted; and be it

FURTHER RESOLVED that the Board of Trustees does hereby appoint Ira Lobel as the hearing officer to preside over the Section 75 hearing(s), and to issue findings and recommendations, should a hearing be demanded pursuant to the Agreement between Dutchess County and the Civil Service Employees Association, Inc.

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Seconded by Ms. Appel

Resolution adopted unanimously

VII. Report of the Chairperson

A. Chairman Dupree shared good news about our nursing program. This year, 100% of our nursing students passed all of their courses. The average pass rate across SUNY was 75.4%. He congratulated our students and faculty on this achievement.

- B. Mr. Dupree reported that he has been participating in the interviews with the final candidates for the position of Vice President for Finance and Administration and is confident we will be able to fill that position shortly.

VIII. Report of the President

- A. President Jordan reported that he had dinner with four of the six students who are living in the residence hall this summer as part of the College's initiative to assist housing-insecure students. He enjoyed meeting with them and learning more about the challenges they are facing. They expressed their appreciation for the opportunity to live on campus. Dr. Jordan thanked the Board for supporting this effort and expressed his appreciation to the generous donors who have made this program possible.
- B. Dr. Jordan informed the members of the Board that the President's Advisory Council (PAC) has been meeting this week to address the next steps of our strategic planning process. The current strategic plan ends at the conclusion of this fiscal year, so the PAC is identifying areas on which to focus for the new strategic plan. Four areas have been identified: students, learning, community, and growth. The last session is scheduled for Monday. The next step is to share the plan with various stakeholders for further vetting.
- C. President Jordan asked Scott Schnackenberg, Acting Vice President for Enrollment and Student Success, to give an update on enrollment.

Mr. Schnackenberg reported on the summer sessions. As of today, 1,613 students enrolled for 8,407 credits. This is approximately 3% fewer students than at the equivalent point last year.

For the fall semester, 2,108 students have enrolled for 24,251 credits. This represents a decrease of 15.5% in students and 15.1% in credits as compared to last year at the same point in time. There are 507 new students enrolled and 249 more who are in the process of registering. Registration is taking longer because of the MMR and COVID vaccination proof requirements for those students who take in-person classes. Another factor has been the staffing shortage in the ACT Center that has resulted in fewer appointments being available to students. The open positions have now been filled and there are also four faculty members who will be assisting in registration over the rest of the summer.

Enrollment for fall is 53% fully in-person, up from 47% last fall. Fully online courses account for 35% of enrollment, and hybrid courses make up the remaining 12%.

Mr. Schnackenberg announced that the agreement with SUNY New Paltz that he mentioned last month has been signed. Per this agreement, applicants who are denied admission to New Paltz will be offered admission to DCC with the guarantee of a transfer admission to New Paltz after earning their Associate's degree from DCC with a GPA of at least 2.5.

IX. Other Business

Trustee Caswell expressed his appreciation to President Jordan and Ms. Rocap for presenting the College’s proposed budget to the Dutchess County Legislature in a timely manner. The Legislature unanimously approved the draft budget, which will now be submitted to the state for final approval.

President Jordan and Chairman Dupree thanked the members of the Legislature for their support.

X. Executive Session

Upon motion made by Ms. Appel, seconded by Flesland, voted on and duly carried, the Board went into Executive Session at 7:54 p.m. to discuss personnel topics permissible under the Open Meetings Law.

Upon motion made by Ms. Appel, seconded by Mr. Guzman, voted on and duly carried, the Board returned to regular session at 8:18 p.m.

XI. Date of Next Meeting

Chairman Dupree announced that, due to the lack of a quorum, the Board meeting originally scheduled for August 9, 2022 will now be held on August 16, 2022.

XII. Adjournment

There being no further business to discuss, a motion was made by Ms. Appel, seconded by Mr. Guzman, voted on, and duly carried, to adjourn the meeting. The meeting adjourned at 8:20 p.m.

Respectfully submitted,

Linda M. Beasimer
Executive Assistant

lmb

DUTCHESS COUNTY/
DUTCHESS COMMUNITY COLLEGE
CAPITAL BUDGET REQUEST
2023-2027

	Total Project	State Share	Sponsor Share Funding Sources	
			Capital Chargeback	Sponsor Bonded
2023				
1 FF&E and Technology Replacements and Upgrades ¹	200,000	100,000	100,000	
2 Mechatronics and HVAC Lab ¹	500,000	250,000	250,000	
3 Educational Equipment and Technology	500,000	250,000		250,000
4 Hudson Hall Upgrades and Renovations - Design	1,400,000	700,000		700,000
5 Dutchess Hall Renovations - Phase 1	2,000,000	1,000,000		1,000,000
6 Sports Field Improvements	1,500,000	750,000		750,000
Total 2023	\$ 6,100,000	\$ 3,050,000	\$ 350,000	\$ 2,700,000
2024				
1 FF&E and Technology Replacements and Upgrades ¹	200,000	100,000	100,000	
2 Campus Site Repairs and Upgrades - Phase 3	2,100,000	1,050,000		1,050,000
3 Hudson Hall Upgrades and Renovations - Construction	26,500,000	13,250,000		13,250,000
4 Falcon Hall Upgrades and Renovations - Phase 1	550,000	275,000		275,000
Total 2024	\$ 29,350,000	\$ 14,675,000	\$ 100,000	\$ 14,575,000
2025				
1 FF&E and Technology Replacements and Upgrades ¹	200,000	100,000	100,000	
2 Dutchess and Falcon Hall Renovations - Phase 2	16,850,000	8,425,000		8,425,000
3 Campus Infrastructure Phase 3 - Construction	1,100,000	550,000		550,000
4 Washington Hall Improvements and Repairs	850,000	425,000		425,000
Total 2025	\$ 18,150,000	\$ 9,075,000	\$ 100,000	\$ 8,975,000
2026				
1 FF&E and Technology Replacements and Upgrades ¹	200,000	100,000	100,000	
2 Backfill Orcutt Student Services Building	250,000			
3 Planning, Design, Improvements and Renovations - Various Buildings ²	TBD			
Total 2026	\$ 450,000	\$ 100,000	\$ 100,000	\$ -
2027				
1 FF&E and Technology Replacements and Upgrades ¹	200,000	100,000	100,000	
2 Planning, Design, Improvements and Renovations - Various Buildings ²	TBD			
Total 2027	\$ 200,000	\$ 100,000	\$ 100,000	\$ -
GRAND TOTAL	\$ 54,250,000	\$ 27,000,000	\$ 750,000	\$ 26,250,000

¹ Sponsor share to be funded through Capital Chargeback Funds.

² These projects will be finalized upon completion of the Comprehensive Academic and Facilities Master Plan.