

Meeting, Board of Trustees
Dutchess Community College
May 25, 2021
Board Room, Bowne Hall

AGENDA

- I. Call to Order
- II. Roll Call
- III. Approval of Agenda
- IV. Public Comment
- V. Consideration of Minutes of Meetings
 - A. April 27, 2021
 - B. May 11, 2021
 - C. May 12, 2021
- VI. COMMITTEE REPORTS
 - A. Finance and Facilities
 1. Approval of RFP for Network Upgrades and Equipment Replacement (Res. #2021-37)
 2. Revision to Funding Source for Capital Project Related to the Acquisition of Property (Res. #2021-38)
 3. Reaffirmation of Authorization to Purchase Property (Res. #2021-39)
 - B. Personnel and Community Relations
 1. Professional Staff Appointment (Res. #2021-40)
 2. Extension of Human Resources Consultant Contract (Res. #2021-41)
 - C. Board Policy Committee
 1. Approval of Electronic and Information Technology (EIT) Accessibility Policy (Res. #2021-42)
 2. Approval of Revision to Policy on Personal Use of College Property (Res. #2021-43)
- VII. Report of the Student Trustee
- VIII. Report of the Chairperson
 - A. Resolution of Commendation for Trustee Betsy Brown (Res. #2021-44)

- IX. Report of the Acting President
- X. Other Business
- XI. Date of Next Meeting – **June 22, 2021**
- XII. Adjournment

VI. COMMITTEE REPORTSA. Finance and Facilities1. Approval of RFP for Network Upgrades and Equipment Replacement (Res. #2021-37)

With the continuous and increasing demand on the College's network, the upgrades to the wired IT infrastructure will provide students, faculty and staff with a modernized technology to improve performance and better meet the needs of the increased reliance on the network. It is crucial to increase our network capacity, which requires more bandwidth, to enable DCC to provide additional remote learning capabilities to reduce student and staff density and to provide a robust educational environment. New hardware will also prevent against increasing security threats to DCC's network and ensure that network resources are consistently provided to our students. This upgrade will be paid for using federal stimulus funds.

Presido Network Solutions Group, LLC - \$3,360,198.04

2. Revision to Funding Source for Capital Project Related to the Acquisition of Property (Res. #2021-38)

The College's approved Facilities Master Plan contains a recommendation that the College purchase the property located at 176 Creek Road if it becomes available. By Resolution #2013-10, dated November 12, 2012, the Board declared the purchase of this property as a capital project, with the State to pay for 50% of the project and the County to pay for 50%. Subsequently, it was determined that the DCC Association would pay for the County's share of the project. The Association Board approved funds for this project by Resolution #2021-07, dated March 1, 2021.

3. Reaffirmation of Authorization to Purchase Property (Res. #2021-39)

One of the recommendations included in the College's approved Facilities Master Plan is to purchase the property located at 176 Creek Road. The Board of Trustees previously approved the purchase of the property by Resolution #2013-11, dated November 12, 2012. It is recommended that the Board reaffirm authorization to purchase this property.

B. Personnel and Community Relations1. Professional Staff Appointment (Res. #2021-40)

Angela Rios is recommended for re-appointment as Acting Associate Dean of Academic Affairs for the period May 30, 2021 through December 31, 2021 while the search for an Associate Dean is conducted. Dr. Rios, who formerly served as the Director of the ACT Center, has been a member of the staff since 2016.

2. Extension of Human Resources Consultant Contract (Res. #2021-41)

Ruth Spencer, who has been serving as our Human Resources Consultant, has agreed to extend her contract while the search for an Associate Vice President of Human Resources is conducted. The contract extension will be for the period July 1, 2021 through August 31, 2021, at a weekly payment of \$2,450.

C. Board Policy Committee

1. Approval of Electronic and Information Technology (EIT) Accessibility Policy (Res. #2021-42)

This is a new policy based upon a SUNY requirement. The Board Policy Committee reviewed the SUNY policy and our Coordinator of Accommodative Services reviewed it to ensure it meets requirements.

2. Approval of Revision to Policy on Personal Use of College Property (Res. #2021-43)

The Board Policy Committee has reviewed the current policy on Personal Use of College Property and is recommending it be updated to reflect revisions recommended by Board members.

_____ offers the following resolution and moves 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 _____

_____ offers the following resolution and moves its adoption:

WHEREAS, Dutchess Community College has been advised by the Office of the State University Construction Fund that capital funding is available with a total estimated cost not to exceed \$300,000.00 for the purchase and remediation of the property located at 176 Creek Road, and

WHEREAS, the State funds are available to cover the state share of 50% of this project, and

WHEREAS, by resolution 2013-10, dated November 12, 2012, the Board of Trustees approved the purchase of the property as a capital project, and

WHEREAS, the sponsor share of 50% of this capital project will now be funded through the Dutchess Community College Association, now, therefore, be it

RESOLVED, the capital project funding is amended to reflect the DCC Association contribution for the sponsor share of the project, and, be it

FURTHER RESOLVED, that, the following capital project is hereby authorized and approved in the amount indicated below:

Project Number	Project Name	Estimated Total Cost	State's Share (Appropriation)	Sponsor's Share (DCC Association)
08X17	Property Acquisition – 176 Creek Road	\$300,000.00	\$150,000.00	\$150,000.00

and, be it

FURTHER RESOLVED, that this resolution be forwarded to the Dutchess County Legislature for its consideration.

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Seconded by _____

_____ offers the following resolution and moves its adoption:

WHEREAS, the approved Dutchess Community College Facilities Master Plans of 2008 and 2014 contain recommendations that the College purchase the property at 176 Creek Road that borders Parking Lot E on the North, and

WHEREAS, the purchase of this parcel has been included in the Dutchess County Capital Improvement Program, and

WHEREAS, funding in an amount not to exceed \$300,000 for the acquisition and remediation are available from capital project funds in accordance with resolution 2021-___ dated March 23, 2021, and

WHEREAS, the Board of Trustees by resolution 2013-11, dated November 12, 2012, previously approved the purchase of the property, now be it

RESOLVED, that, the Board of Trustees reaffirms the authorization to purchase the property located at 176 Creek Road and further authorizes the Acting President to negotiate and make an offer to purchase said property, and be it

FURTHER RESOLVED, that this resolution be forwarded to the Dutchess County Legislature for its consideration.

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Seconded by _____

RESOLUTION NO. 2021-40

Board of Trustees, Dutchess Community College
May 25, 2021

_____ offers the following resolution and moves 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 _____

_____ offers the following resolution and moves its adoption:

WHEREAS, the position of Associate Vice President of Human Resources is vacant, and

WHEREAS, Ruth Spencer has been serving as Human Resources Consultant since the position became vacant, and

WHEREAS, the College's contract with Ms. Spencer will end on June 30, 2021, now, therefore, be it

RESOLVED, that, based upon the recommendation of the Acting President of the College, Ruth Spencer's contract is hereby extended for the period July 1, 2021 through August 31, 2021, at a weekly rate of \$2,450.

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Seconded by _____

_____ offers the following resolution and moves 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 _____

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

_____ offers the following resolution and moves 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 _____

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

_____ offers the following resolution and moves 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 by _____