

NASSAU COMMUNITY COLLEGE  
Garden City, New York

BOARD OF TRUSTEES' CALENDAR

Meeting of May 7, 2013

For the five hundred fifty-eighth meeting of the Board of Trustees on Tuesday, May 7, 2013 the following items, reports, and communications are submitted for consideration and action. The Board of Trustees will open its meeting at approximately 6:30 p.m. on the 11<sup>th</sup> floor of the Administration Tower. It is anticipated that the Board will go into Executive Session pursuant to Section 105 of the Open Meetings Law of the State of New York for the following purposes: 1) to discuss matters relating to collective bargaining involving the NCCFT; 2) to discuss matters leading to the appointment, promotion, demotion or removal of the President, Acting President, Academic Deans and certain other ungraded administrators; and 3) to discuss the Presidential Search. The Board will reopen its public session at approximately 8:00 p.m. on the 11<sup>th</sup> floor of the Administration Tower.

Salute to the Flag.

**Approval of Minutes**

The minutes of the meeting of April 11, 2013.

For: \_\_\_\_\_ Against: \_\_\_\_\_ Abstain: \_\_\_\_\_

**REPORTS OF THE STANDING COMMITTEES**

Finance and Capital Committee

1. Expenditures over \$100,000

Item (b) of the meeting of April 11, 2013 was tabled and may be untabled.

b) **RESOLVED**, that Requisition # 61234 in the amount of \$77,760.00 as requested by CIO/ITS to purchase 160 HP Compaq Elite 8300 Ultra Slim Desktop PC's for the Library Computer Lab. This is a cumulative fiscal year expenditure. A total of \$91,370.41 has been expended for this commodity this fiscal year, not including this proposed expenditure. Requisitions in the amount of \$185,025.92 have previously been approved by the Board of Trustees for the purchase of computers College-wide this fiscal year at the 12/18/12 meeting. (**Funding Source: Student Fee**)

For: \_\_\_\_\_ Against: \_\_\_\_\_ Abstain: \_\_\_\_\_

a) **RESOLVED**, that Requisition # 53942 in the amount of \$115,119.00 as requested by Executive VP/Placement Testing to purchase Accuplacer units from the College Board to support initial placement tests of incoming students, as well as to support expanded retesting for students initially placed into remedial courses. (**Funding Source: Operating Budget**)

For: \_\_\_\_\_ Against: \_\_\_\_\_ Abstain: \_\_\_\_\_

b) **RESOLVED**, that Requisition #61616 in the amount of \$328,487.00 as requested by CIO/ITS for the cost of annual membership in the SICAS Center. This SUNY-owned agency provides NCC with software and operational services that are critical to supporting and maintaining the Banner Student System. These

services include: Banner software licensing, software maintenance, remote data base administration, and access to all SUNY modifications to Banner. If NCC did not purchase these services from SICAS, it would result in an unusable Banner Student System. **(Funding Source: Operating Budget)**

For: \_\_\_\_\_ Against: \_\_\_\_\_ Abstain: \_\_\_\_\_

c) **RESOLVED**, that Requisition #54301 in the amount of \$432,764.04 as requested by CIO/ITS to purchase services for software implementation from NYS SICAS Center. This encumbers and secures funding that has been specifically received and appropriated for this software implementation under Capital Project 97112. **(Funding Source: Capital Project 97112)** Note: \$144,228.00 was previously approved by the Board of Trustees for this item on 11/20/12.

For: \_\_\_\_\_ Against: \_\_\_\_\_ Abstain: \_\_\_\_\_

d) **RESOLVED**, that Requisition #61644 in the amount of \$1,150,000.00 as requested by VP Facilities/Design & Construction for the demolition package for the new Student Services Center to include concrete slab demolition as well as demolition of all interior walls, finishes, ceilings, MEP systems, etc. This work will be done in advance of construction work. This project will consolidate several Student Service Departments and provide for the first time a single coordinated area to service all student Admission needs, including: Registration, Bursar, Financial Aid, Counseling, Testing, Advisement, etc. This is Phase I, and demolition is expected to take several months. Included is an estimated construction bid award of \$1,000,000.00 and 15% contingency for change orders. **(Funding Source: Capital Project 70089)**

For: \_\_\_\_\_ Against: \_\_\_\_\_ Abstain: \_\_\_\_\_

e) **RESOLVED**, that Requisition #61645 in the amount of \$10,350,000.00 as requested by VP Facilities/Design & Construction for general construction package for the new Student Services Center to include new exterior walls, interior walls, floors and ceilings, new MEP and telephone systems, furniture, ITS equipment and new Student Queuing systems. This is phase II; general construction and MEP work is expected to take 16-20 months. Included in this requisition is an estimated construction bid award of \$9,000,000.00 and 15% contingency funding (\$1,350,000.00) for change orders for a total approved expenditure of up to \$10,350,000.00. **(Funding Source: Capital Projects 70089, 70065)**

For: \_\_\_\_\_ Against: \_\_\_\_\_ Abstain: \_\_\_\_\_

2. **College Operating Budget 2013 -2014**

**RESOLVED**, THAT THE NASSAU COMMUNITY COLLEGE BOARD OF TRUSTEES HEREBY APPROVES AN OPERATING BUDGET FOR THE FISCAL YEAR COMMENCING SEPTEMBER 1, 2013 IN THE AMOUNT OF \$ 213,929,542.00, AND, BE IT

**FURTHER RESOLVED**, THAT THE NASSAU COMMUNITY COLLEGE BOARD OF TRUSTEES RECOMMENDS THE ADOPTION OF THE COLLEGE OPERATING BUDGET BY THE NASSAU COUNTY LEGISLATURE AND THE BOARD OF TRUSTEES OF THE STATE UNIVERSITY OF NEW YORK.

For: \_\_\_\_\_ Against: \_\_\_\_\_ Abstain: \_\_\_\_\_

3. **Tuition and Fee Schedule 2013 - 2014**

**RESOLVED**, THAT THE NASSAU COMMUNITY COLLEGE BOARD OF TRUSTEES ESTABLISHES A TUITION AND FEES SCHEDULE TO BE EFFECTIVE FOR THE ACADEMIC YEAR 2013/2014 WHEREIN THERE SHALL BE AN ANNUAL INCREASE OF \$98.00 IN FULL-TIME TUITION AND \$4.00 IN PART-TIME TUITION COMMENCING WITH THE FALL 2013 SEMESTER, AND BE IT

**FURTHER RESOLVED**, THAT THIS TUITION AND FEES SCHEDULE BE FORWARDED TO THE STATE UNIVERSITY OF NEW YORK FOR APPROVAL.

For: \_\_\_\_\_ Against: \_\_\_\_\_ Abstain: \_\_\_\_\_

4. **Donation**

**WHEREAS**, SCARLETT DRESS, LOCATED AT 134 WEST 37<sup>TH</sup> STREET, NEW YORK, NEW YORK, OFFERED TO DONATE VARIOUS FABRICS TO THE MARKETING, RETAILING, FASHION BUYING MERCHANDISING, INTERIOR AND FASHION DESIGN DEPARTMENT OF NASSAU COMMUNITY COLLEGE, AND

**WHEREAS**, THE ESTIMATED VALUE OF THE DONATION IS TWO THOUSAND DOLLARS (\$2,000.00), AND

**WHEREAS**, THE DEPARTMENT HAS DETERMINED THAT THIS DONATION WILL ENRICH THE LEARNING PROCESS FOR THE STUDENTS WHO TAKE COURSES OFFERED BY THE DEPARTMENT, AND GREATLY APPRECIATES THIS DONATION.

**RESOLVED**, THAT THE NASSAU COMMUNITY COLLEGE BOARD OF TRUSTEES ACCEPTS THE DONATION OF THE FOLLOWING ITEMS FROM SCARLETT DRESS: APPROXIMATELY 200 YARDS OF ASSORTED FABRICS, RANGING FROM KNITS TO ELABORATE SEQUINED CUTS.

For: \_\_\_\_\_ Against: \_\_\_\_\_ Abstain: \_\_\_\_\_

5. **Donation**

**WHEREAS**, NASSAU COMMUNITY COLLEGE ALUMNI ASSOCIATION HAS OFFERED TO DONATE 10 TABLES AND 40 CHAIRS FOR THE GROUP STUDY ROOM IN THE NEW NCC LIFE SCIENCES BUILDING, AND

**WHEREAS**, THE EXACT COST OF THE DONATION IS NINE THOUSAND FOUR HUNDRED SEVENTY DOLLARS AND FIFTY ONE CENTS (\$9470.51), AND

**WHEREAS**, THE DEPARTMENT HAS DETERMINED THAT THIS DONATION WILL ENRICH THE LEARNING PROCESS FOR THE STUDENTS WHO USE THAT ROOM FOR PRIVATE AND GROUP STUDY AND GREATLY APPRECIATES THIS DONATION; AND

**WHEREAS**, NASSAU COMMUNITY COLLEGE WILL PURCHASE AND INSTALL A PLAQUE ON THE DOOR OF THE GROUP STUDY ROOM RECOGNIZING THE ALUMNI ASSOCIATION DONATION,

**RESOLVED**, THAT THE NASSAU COMMUNITY COLLEGE BOARD OF TRUSTEES ACCEPTS THE DONATION OF THE GROUP STUDY ROOM FURNITURE FROM THE NASSAU COMMUNITY COLLEGE ALUMNI ASSOCIATION.

For: \_\_\_\_\_ Against: \_\_\_\_\_ Abstain: \_\_\_\_\_

6. **Donation**

**WHEREAS**, THE NASSAU COUNTY DEPARTMENT OF PARKS & RECREATION HAS OFFERED TO DONATE NINETY-TWO GOLF IRONS TO THE HEALTH, PHYSICAL EDUCATION AND RECREATION DEPARTMENT OF NASSAU COMMUNITY COLLEGE, AND

**WHEREAS**, THE ESTIMATED VALUE OF THE DONATION IS NINE HUNDRED TWENTY DOLLARS (\$920.00), AND

**WHEREAS**, THE DEPARTMENT HAS DETERMINED THAT THIS DONATION WILL ENRICH THE LEARNING PROCESS FOR THE STUDENTS WHO TAKE COURSES OFFERED BY THE DEPARTMENT, AND GREATLY APPRECIATES THIS DONATION.

**RESOLVED**, THAT THE NASSAU COMMUNITY COLLEGE BOARD OF TRUSTEES ACCEPTS THE DONATION OF NINETY-TWO GOLF IRONS FROM THE NASSAU COUNTY DEPARTMENT OF PARKS & RECREATION.

For: \_\_\_\_\_ Against: \_\_\_\_\_ Abstain: \_\_\_\_\_

7. **Promotions**

The collective bargaining agreement with the Nassau Community College Federation of Teachers, covering full-time College faculty, sets forth the criteria and procedures for faculty promotions. The College-Wide Promotion and Tenure Committee has reviewed all promotion applications and now recommends to the Board of Trustees, pursuant to the terms of said collective bargaining agreement, that the Board of Trustees promote the faculty members listed herein below.

**RESOLVED**, THAT PURSUANT TO THE TERMS OF THE FACULTY COLLECTIVE BARGAINING AGREEMENT, AND UPON THE RECOMMENDATION OF THE COLLEGE-WIDE PROMOTION AND TENURE COMMITTEE AND THE COLLEGE ADMINISTRATION, THE FACULTY MEMBERS NAMED HEREIN ARE HEREBY PROMOTED TO THE TITLE AND POSITION AS INDICATED HEREIN, EFFECTIVE SEPTEMBER 1, 2013.

Promotion to Full Professor

<u>Name</u>	<u>Department</u>
Miriam Afkhami-Ramirez, Ph.D.	Student Personnel Services
Joseph John Caruso	Legal Studies
Marilyn Curry	Administrative Business Technology
M. Debra DeSanto	Administrative Business Technology
Wesley L. Doody	Biology
Kathleen Gallagher	Engineering, Physics and Technology

<u>Name</u>	<u>Department</u>
Helene Guttenberg-Menco	Student Personnel Services
Allen C. Kupfer	English
Gregory J. Lehenbauer	Physical Sciences

Promotion to Associate Professor

Silvia Perez Albanese	Foreign Languages
Sarah Berkovits	Reading and Basic Education
Emily Hegarty	English
Barbara Kennedy	Nursing
Timothy Strode	English
JoAnn Thissen	Physical Sciences
Silvia Perez Albanese	Foreign Languages
Sarah Berkovits	Reading and Basic Education
Emily Hegarty	English

For: \_\_\_\_\_ Against: \_\_\_\_\_ Abstain: \_\_\_\_\_

8. **College Treasurer**

**WHEREAS**, EFFECTIVE MAY 16, 2013, THE CURRENT COLLEGE TREASURER IS TERMINATING HER EMPLOYMENT WITH NASSAU COMMUNITY COLLEGE, AND,

**WHEREAS**, THE TREASURER POSITION IS ESSENTIAL TO THE OPERATION OF THE COLLEGE IN THE FUNCTIONS OF CASH MANAGEMENT, LIAISON WITH COUNTY COMPTROLLER AND COUNTY TREASURER REGARDING CASH RELATED ISSUES, REVIEW AND ANALYSIS OF BANKS' COLLATERAL POSITION, COMPLIANCE WITH COLLEGE INVESTMENT POLICY, PRODUCTION OF STUDENT REFUND CHECKS AND VENDOR CHECKS OR PAYMENTS, ETC., AND,

**WHEREAS**, THE COLLEGE NEEDS TO HAVE THE POSITION FILLED AT ALL TIMES TO PROVIDE BACK-UP FOR ESSENTIAL COLLEGE FUNCTIONS,

**BE IT RESOLVED**, THAT THE BOARD OF TRUSTEES APPOINTS LISA HAHN AS ACTING TREASURERS UNTIL SUCH TIME THAT A NEW TREASURER IS IDENTIFIED AND TRAINED.

For: \_\_\_\_\_ Against: \_\_\_\_\_ Abstain: \_\_\_\_\_

**Report by the Temporary Committee on the Presidential Search**

**Report of the Acting President**