

NCC Board of Trustees
Policy & Planning Committee Meeting Minutes
January 10, 2017

The meeting convened at 5:50 p.m.

Attendees: Chair Weiss, Trustees Green and Powers were appointed ad hoc.

Also in attendance: Chair Gardyn (ex-officio), Trustee Jackson and Donna Haugen, College Liaison.

Chair Weiss stated that the minutes of October 18, 2016 and December 13, 2016 cannot be approved since the members of the committee present at those meetings were absent.

Chair Weiss mentioned as a follow up Policy 3100 News Media Relations; Policy 3200 Marketing, Advertising, & Promotional Materials; and Policy 5600 Protection of Minors on Campus that were passed at the December 13 Policy & Planning Committee meeting will be discussed at the Board meeting tonight.

Chair Weiss introduced each the following policies individually for discussion: Finance Section 6000: Policy 6100 Detecting And Reporting Fraud; Policy 6200 Travel; Policy 6300 Minimum Fund Balance; Policy 6310 Petty Cash Fund; Policy 6400 Grants; Policy 6600 Capitalization; Policy 6700 Investment; Policy 6800 Procurement; and Policy 6900 Tuition and Fees.

Chair Weiss asked the committee members if there were any questions or comments on each policy presented. She also stated that for almost every policy there will be a procedure. Chair Weiss, Dr. Gardyn and Trustee Powers expressed their concerns with Policy 6300 Minimum Fund Balance and Policy 6700 Investments. After a thorough discussion, VP Reznik satisfied their concerns with NCC's Minimum Fund Balance requirement of the 4% to 7% by explaining that to build the Fund Balance tuition would need to be increased since the State and County have not increased their share. She went on to clarify how our funds are invested so that we are FDIC insured and why the Board needs to review the policy annually. General Counsel Haugen and VP Reznik addressed concerns with Policy 6900 Tuition and Fees with regard to how students will be notified of this Policy.

After all concerns were addressed, Chair Weiss read the following resolution:

RESOLVED, THAT THE POLICY & PLANNING COMMITTEE HERewith AFFIRMATIVELY RECOMMENDS AND REFERS FINANCE SECTION 6000: POLICY 6100 DETECTING AND REPORTING FRAUD; POLICY 6200 TRAVEL; POLICY 6300 MINIMUM FUND BALANCE; POLICY 6310 PETTY CASH FUND; POLICY 6400 GRANTS; POLICY 6600 CAPITALIZATION; POLICY 6700 INVESTMENT; POLICY 6800 PROCUREMENT; AND POLICY 6900 TUITION AND FEES TO THE BOARD FOR A FIRST READING AND DISCUSSION AT ITS NEXT SCHEDULED BOARD MEETING, AND THAT THE SAME BE SUBSEQUENTLY INCORPORATED INTO THE POLICY MANUAL OF THE BOARD OF TRUSTEES OF NASSAU COMMUNITY COLLEGE AFTER THE SECOND READING BY THE BOARD OF TRUSTEES AND THE PASSING OF THE POLICIES BY THE BOARD OF TRUSTEES.

Chair Weiss requested a motion to approve the resolution. Trustee Green made the motion; seconded by Trustee Powers. Motion carried 3-0.

Chair Weiss thanked Donna Haugen for the incredible amount of work she's doing on this project.

Chair Weiss asked if there were any other items for the Committee to consider. There being none, the meeting adjourned at 6:19 p.m.

Respectfully submitted,


Donna M. Haugen