

**BUNKER HILL COMMUNITY COLLEGE**  
**Board of Trustees Committee of the Whole Meeting**  
**Monday, January 9, 2017**  
**6 p.m. Charlestown Campus – Room B-321**

**Minutes**

Present: William J. Walczak  
Amy Young (by phone)  
Colleen Richards Powell  
Stephen Chan  
Cathy Guild  
Richard C. Walker, III  
Antoine Junior Melay  
Loretta Esibi

President Eddinger  
Provost Canniff  
Vice President Pitcher  
Executive Director Kuhar  
Assistant Secretary Ambrose

Absent: Carmen Vega-Barachowitz, James Klocke, David Chang

**I. CALL TO ORDER**

Chair Walczak called the meeting to order at 6:00 p.m.

**II. PUBLIC COMMENTS**

- None

**III. CHAIR'S REPORT**

Chair Walczak welcomed everyone to the meeting. He noted that that he had met with President Eddinger to review the policies that would be presented at the meeting. He also noted that Governor Cuomo (NY) had proposed free community college tuition for the public colleges in New York State.

**IV. PRESIDENT'S REPORT**

*Policy Presentation*

President Eddinger gave a presentation on the higher education governance structure based on Chapter 27 of the Acts of 2008 and the FY13 Budget. She reviewed the responsibilities of the Executive Office of Education, the Department of Higher Education, the Board of Higher Education and local Boards of Trustees. She also reviewed the Board's delegation to the College President on College policies, and the consistent practice of presenting policies to the Board for information and comments. A copy of the presentation is attached. Following the presentation, she reviewed three new system-wide policies.

With the passage of Ballot Question #4, the state has legalized the recreational use of marijuana. In light of the new law, a system-wide policy has been developed.

President Eddinger also reviewed system-wide student policies on Bathroom and Locker Room use and Changing Biographical Data. The full text of those policies is attached to the minutes.

*Report of Non-Unit Professionals (NUPs) Sick and Vacation Time*

In a Department of Higher Education (DHE) memorandum issued by Director of Trustee Relations, Michael Mizzoni, dated December 9, 2016, Community Colleges were asked to put in place regular reporting routines to monitor the use of sick and vacation leave by Presidents in compliance with new leave accrual requirements. Further, College CEO's were asked to consult with their Board Chair to ensure regular and accurate reporting of the President's attendance. President Eddinger reported that she had consulted with Chair Walczak on presidential attendance reporting. She also stated that the Board would receive periodic updates on the College's compliance with NUP leave policy as determined by the Board of Higher Education. President Eddinger distributed a report of NUP sick and vacation leave balances as of December 24, 2016. Names were removed to safeguard confidentiality. The maximum accrual for vacation is 480 hours and DHE is responsible for eliminating overages at the beginning of each calendar year. There is no limit to the accrual of sick leave. This report brought the College into compliance with the DHE directive referenced above.

*Community Planning Reminder—February 3, 2017*

President Eddinger reminded the Trustees that the College's Community Planning Event would take place February 3, 2017 in the BHCC Gymnasium. This meeting is the beginning of the College's six year planning cycle where current goals are reviewed and assessed and new goals, if needed, are created. The College hopes to have about 50 external participants from the College's community partners and 250 faculty, staff and students. Trustees who plan to attend were asked to notify George Hallsmith.

*Foundation Update*

President Eddinger introduced Marilyn Kuhar, Executive Director of Development and the BHCC Foundation. Ms. Kuhar gave a brief history of the Foundation which began in 1986 as the Friends of Bunker Hill Community College and became the BHCC Foundation in 1999; the Foundation is a 501c3 fundraising organization which raises funds to support the College's programs. She further discussed how the Foundation's activities support the College's mission of offering an affordable college education by raising funds for scholarships. The Foundation has also been working in partnership with other College offices on the national initiative on hunger and homelessness among college students and distributed information regarding services already provided by the College to assist students who are homeless or hungry. The documents distributed by Ms. Kuhar are included with the minutes of the meeting. The primary fundraiser for the Foundation is the annual Gala which will take place on April 20, 2017. The Gala has a goal of raising \$225,000 for scholarships at the event.

**V. ADJOURNMENT**

**ACTION:** Moved by Richards Powell; Seconded by Melay."  
"To adjourn the meeting."

The Motion Passed unanimously.

The meeting adjourned at 7:30 p.m.