

## AGENDA – BOARD OF TRUSTEES MEETING

---

SUNY Sullivan

Thursday, March 17, 2016 4:00pm

Farrow Board Room

1. Call to Order
2. **Action Items**
  - **Approval of Minutes of February 18, 2015**
3. Community/Public Feedback

*At any regular meeting of the Board, a member of the public shall be permitted to speak on any issue before the Board for a period not to exceed 2 minutes except if the Chair allots more time.*
4. Faculty Presentation: Honors Program, G. Rikard
5. Faculty Council Liaison to the Board of Trustees Report: P. Reifenheiser
6. Chairman's Report
7. Trustee's Reports
  - SPIA Update
  - Landscape Committee Update
  - Finance Update
  - Dorm Corp Update
  - Student Trustee Update
8. President's Report to the Board

Discussion Items: Positive Updates on Current Campus Events:

  - NJCAA Tournament
  - Narrowsburg Union
9. Feedback to the President
10. Executive Session

*Executive sessions are held for purposes of discussing proposed or pending current litigation, the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. This specific executive session will be held to discuss current Teamster negotiations.*
11. Adjournment

**MINUTES  
MEETING OF THE SULLIVAN COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
FEBRUARY 18, 2016**

**MEMBERS PRESENT:** R. Heyman, Chair, P. Adams (via phone), P. Coombe, S. Drobysh, L. Dyrszka, P. Guenther, T. Hamlin, L. Holmes, S. Jaffe, M. Carcamo

**ALSO PRESENT:** K. Hilgersom, R. Schultz, C. Kashan, S. Mitchell, C. DePew, S. Horton

R. Heyman called the meeting to order at 4:00 pm with the *Pledge of Allegiance*.

**Auditor Presentation – O’Connor Davies, LLP**

**Motion by S. Drobysh to accept the August 31, 2015 audit, seconded by P. Coombe and passed.**

Vote:	Patricia Adams	absent	Theresa Hamlin	yes
	Phyllis Coombe	yes	Russ Heyman	yes
	Steven Drobysh	yes	Lyman Holmes	yes
	Larysa Dyrszka	yes	Susan Jaffe	yes
	Paul Guenther	yes	Michael Carcamo	yes

**Approval of Minutes of January 21, 2016**

**Motion by S. Drobysh to approve the minutes of January 21, 2016, seconded by P. Coombe and passed.**

Vote:	Patricia Adams	absent	Theresa Hamlin	yes
	Phyllis Coombe	yes	Russ Heyman	yes
	Steven Drobysh	yes	Lyman Holmes	yes
	Larysa Dyrszka	yes	Susan Jaffe	yes
	Paul Guenther	yes	Michael Carcamo	yes

**RESOLUTION #411-16**

**RE: Intention to Place the Position of Public Services Librarian in the Unclassified Professional Service**

**WHEREAS:** The President of Sullivan County Community College has presented the Board of Trustees of Sullivan County Community College with a job description for the position of Public Services Librarian; and

**WHEREAS:** The President has recommended the placement of this position in the unclassified Professional Service as defined in Section 6306 of the Education Law in accordance with Section 35 of the Civil Service Law.

**NOW, THEREFORE, BE IT RESOLVED** that the Board of Trustees of Sullivan County Community College hereby states its intention to place this position in the unclassified Professional Service; and

**BE IT FURTHER RESOLVED** that a certified copy of this resolution and the job description for the position of Public Services Librarian be forwarded to the Chancellor of the State University of New York for the purpose of requesting approval of this new position.

**Motion by S. Drobysh to approve Resolution #411-16, seconded by P. Guenther and approved.**

Vote:	Patricia Adams	absent	Theresa Hamlin	yes
	Phyllis Coombe	yes	Russ Heyman	yes
	Steven Drobysh	yes	Lyman Holmes	yes
	Larysa Dyrszka	yes	Susan Jaffe	yes
	Paul Guenther	yes	Michael Carcamo	yes

**Motion by S. Drobysh to approve the 2016/2017 Academic Calendar, seconded by P. Guenther and passed.**

Vote:	Patricia Adams	absent	Theresa Hamlin	yes
	Phyllis Coombe	yes	Russ Heyman	yes
	Steven Drobysh	yes	Lyman Holmes	yes
	Larysa Dyrszka	yes	Susan Jaffe	yes
	Paul Guenther	yes	Michael Carcamo	yes

**Motion by S. Drobysh to approve the 2017/2018 Academic Calendar, seconded by P. Coombe and passed.**

Vote:	Patricia Adams	absent	Theresa Hamlin	yes
	Phyllis Coombe	yes	Russ Heyman	yes
	Steven Drobysh	yes	Lyman Holmes	yes
	Larysa Dyrszka	yes	Susan Jaffe	yes
	Paul Guenther	yes	Michael Carcamo	yes

**Motion by S. Drobysh to approve the 2016/2017 Tuition and Fee Schedule, seconded by T. Hamlin and passed.**

Vote:	Patricia Adams	absent	Theresa Hamlin	yes
	Phyllis Coombe	yes	Russ Heyman	yes
	Steven Drobysh	yes	Lyman Holmes	yes
	Larysa Dyrszka	yes	Susan Jaffe	yes
	Paul Guenther	yes	Michael Carcamo	yes

K. Hilgersom stated the college should publicize the fact tuition is not increasing for the 2016/2017 academic year and requested C. Kashan follow-up with this through marketing.

## **COMMUNITY/PUBLIC FEEDBACK**

P. Reifenheiser thanked the Board of Trustee members who have donated tickets to the Boys and Girls Club event.

## **CHAIRMAN'S REPORT TO THE BOARD**

R. Heyman discussed the ad in the NJCAA brochure and whether or not the Board would like to continue running it. R. Heyman requested additional information regarding an item in S. Mitchell about Start Up NY and the current lease with Nexus Juice. C. Kashan provided a brief update on where things are in the process; Nexus Juice is waiting for final approval from NY State. K. Hilgersom stated Nexus Juice is intending to lease classroom space on campus.

R. Heyman questioned R. Schultz about an item in his Action Report regarding a recent visit to Wayne Memorial Hospital. R. Schultz stated the meeting pertained to projected employment needs and the college's ability to respond through programming.

## **Web Site Presentation – P. McCullough**

P. McCullough provided an overview of the new web site to the Board of Trustees.

## **TRUSTEE'S REPORTS**

Student Trustee Report – M. Carcamo thanked P. Guenther for his generous donation to the SGA for furniture. M. Carcamo stated the SGA will be giving a presentation entitled "Generally Speaking" on March 2<sup>nd</sup> which will include Dr. Hilgersom. Events recently held include a club fair and TGIT events

SPIA Report – T. Hamlin stated S. Mitchell has completed the Annual SPIA Report; a copy will be available soon. Overall SPIA doing good work.

Landscape Report – No report provided.

Finance Report – S. Drobysch stated the Finance Committee met prior to the Board of Trustees meeting to hear the auditor's presentation of the college's 8/31/2015 audit.

Dorm Corp Report – S. Jaffe stated a Dorm Corp meeting will be held on February 24<sup>th</sup>. The financial situation has not changed since the last report provided.

## **PRESIDENT'S REPORT TO THE BOARD**

Regional Councils – K. Hilgersom distributed a document regarding Regional Councils SUNY is currently working to establish. The state is requesting a variety of community college participants to serve on these councils which will meet approximately twice a year to plan programs as well as engage in other planning-related activities. The Chancellor is requesting Board members volunteer to serve on these regional councils.

K. Hilgersom also distributed a handout that outlined current acceptance rates for fall 2016; they are currently higher than this point last year. The board discussed reasons why this rate has increased; K. Hilgersom stated marketing efforts are beginning to yield positive results.

SUNY Excels Plan: Links to Strategic Plan – K. Hilgersom stated the plan was recently sent to Trustees via email. K. Hilgersom stated this plan will be used to further develop the Strategic Plan.

**FEEDBACK TO THE PRESIDENT**

None provided.

**EXECUTIVE SESSION**

**Motion by S. Drobysh to enter Executive Session at 5:05pm to further discuss matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation, seconded by P. Coombe and passed.**

Vote:	Patricia Adams	absent	Theresa Hamlin	yes
	Phyllis Coombe	yes	Russ Heyman	yes
	Steven Drobysh	yes	Lyman Holmes	yes
	Larysa Dyrszka	yes	Susan Jaffe	yes
	Paul Guenther	yes	Michael Carcamo	yes

**Motion by T. Hamlin to resume Regular Session at 6:40pm, seconded by L. Dyrszka, and passed.**

Vote:	Patricia Adams	absent	Theresa Hamlin	yes
	Phyllis Coombe	yes	Russ Heyman	yes
	Steven Drobysh	yes	Lyman Holmes	yes
	Larysa Dyrszka	yes	Susan Jaffe	yes
	Paul Guenther	yes	Michael Carcamo	yes

**ADJOURNMENT**

**Motion by L. Holmes to adjourn the meeting at 6:40pm, seconded by P. Coombe and passed.**

Vote:	Patricia Adams	absent	Theresa Hamlin	yes
	Phyllis Coombe	yes	Russ Heyman	yes
	Steven Drobysh	yes	Lyman Holmes	yes
	Larysa Dyrszka	yes	Susan Jaffe	yes
	Paul Guenther	yes	Michael Carcamo	yes

Respectfully submitted,

P. Adams  
Secretary to the Sullivan County Community College Board of Trustees

Recorded by L. Roffel