

## AGENDA – BOARD OF TRUSTEES MEETING

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SUNY Sullivan

Thursday, January 21, 2016 4:00pm

Farrow Board Room

1. Call to Order
2. **Action Items**
  - **Approval of Minutes of December 17, 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. Chairman's Report
5. Trustee's Reports
  - SPIA Update
  - Landscape Committee Update
  - Finance Update
  - Dorm Corp Update
  - Student Trustee Update
6. President's Report to the Board

Discussion Items:

  - SUNY Updates
7. Feedback to the President
8. 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 matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.*
9. Adjournment

**MINUTES  
MEETING OF THE SULLIVAN COUNTY COMMUNITY COLLEGE  
BOARD OF TRUSTEES  
DECEMBER 17, 2015**

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

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

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

**Approval of Minutes of November 19, 2015**

**Motion by P. Coombe to approve the minutes of November 19, 2015, seconded by S. Drobysh and passed.**

Vote:	Patricia Adams	yes	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

**Introduction of Revised SUNY Sullivan Website**

P. McCullough, SUNY Sullivan Coordinator of Web Development, presented the updated SUNY Sullivan website to the Board. P. McCullough stated the final version will be online Monday, December 21, 2015.

**COMMUNITY/PUBLIC FEEDBACK**

None provided.

**FACULTY COUNCIL LIAISON TO THE BOARD OF TRUSTEES REPORT**

Tabled until January 2016.

**CHAIRMAN'S REPORT TO THE BOARD**

R. Heyman welcomed students from the SGA and stated this evening's meeting will be shorter than usual. R. Heyman stated the Sullivan County Community College Foundation Board would appreciate a College Trustee serving on their board to act as a liaison between the two boards. R. Heyman asked if any current board members would be able to assume this responsibility; several responded positively but no official determination was made.

## **TRUSTEE'S REPORTS**

Student Trustee Report – Tabled until January 2016 Board meeting

SPIA Report – Tabled until January 2016 Board meeting

Landscape Report – Tabled until January 2016 Board meeting

Finance Report – Tabled until January 2016 Board meeting

Dorm Corp Report – Tabled until January 2016 Board meeting

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

C. Kashan provided a handout to the board that outlined current college enrollment figures. C. Kashan stated as of Monday, December 14, 668 FTE were registered for spring 2016; goal is 908.8. K. Hilgersom stated the FTE goal for next year is 1140, which the 2016/2017 budget is based on. P. Adams requested clarification regarding the way that number is determined. K. Hilgersom stated the college uses current and historical data.

K. Hilgersom stated a meeting took place in Albany on Monday, December 14 between herself and several additional SUNY community college presidents. The purpose of the meeting was to discuss current, common issues (largely budget related) and potential solutions (ie, shared services, web development, legal services, etc). Further meetings and discussions are being planned.

C. Kashan outlined a number of current enrollment/recruitment efforts; S. Drobysch requested information on where the college is recruiting. C. Kashan stated college fairs; S. Drobysch requested a list of these locations as perhaps some of the Board members could help in these efforts.

C. Kashan outlined efforts to reach out to students who expressed interest in attending SUNY Sullivan but did not choose to attend. Communication is ongoing to determine if they are still interested. The college is also reaching out to students who attended in spring but did not return. S. Jaffe questioned out of the total amount who will be contacted, what percentage are expected to enroll. C. Kashan stated that number is unknown at this point but recruiters and admissions staff are contacting these individuals. K. Hilgersom stated students tend to apply to several colleges, and it can be difficult to determine why they opt to attend elsewhere. S. Thompson Tweedy stated several surveys have been implemented to determine reasons but not many potential students responded; of those that did, the number one reason was financial.

S. Jaffe questioned if a timeline could be developed to determine whether or not the FTE goal will be reached.

R. Heyman questioned how plans for the soccer program are progressing. K. Hilgersom stated without a field, it would be very difficult to implement for fall 2016. K. Hilgersom also stated SUNY will match the costs of building a soccer field but there are additional costs involved in implementing a new sports program, and overall funding for this effort has not been determined.

P. Adams complimented the college staff on current recruitment efforts.

**FEEDBACK TO THE PRESIDENT**

None provided.

**EXECUTIVE SESSION**

**Motion by S. Drobysh to enter Executive Session at 4:50 pm to 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	yes	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 resume Regular Session at 5:30 pm to empower the Labor Management Layoff Committee to approve the Retrenchment List during their next scheduled meeting, seconded by P. Coombe and passed.**

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

**Motion by L. Dyrszka to resume Executive Session at 5:31 pm, seconded by S. Jaffe and passed.**

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

**Motion by L. Holmes to resume Regular Session at 7:20 pm, seconded by P. Coombe, and passed.**

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

**ADJOURNMENT**

**Motion by P. Coombe to adjourn the meeting at 7:20 pm, seconded by S. Drobysh and passed.**

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

Respectfully submitted,

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

Recorded by L. Roffel