

AGENDA – BOARD OF TRUSTEES MEETING

SUNY Sullivan

Thursday, January 19, 2017 3:30 pm

Farrow Board Room

1. Call to Order
2. **Action Items**
 - **Approval of Minutes of December 15, 2016**
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 Council Representative to the Board Report – *postponed until February 2017 meeting*
5. Faculty Department Presentation – *postponed until February 2017 meeting*
6. Chairman’s Report
 - Comments/Questions – Executive Committee Reports
 - Review of Business Community Cocktail Party in April
7. Trustee’s Reports
 - SPIA Report
 - Landscape Committee Report
 - Finance Committee Report
 - Dorm Corp Report
 - Student Trustee Report
8. President’s Report to the Board
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.
11. Adjournment

**MINUTES
MEETING OF THE SULLIVAN COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES
December 15, 2016**

MEMBERS PRESENT: T. Hamlin, Chair, P. Adams, P. Coombe, S. Drobysh, L. Dyrszka (via phone), N. Hackett, L. Holmes, P. Guenther, S. Jaffe, F. March

ALSO PRESENT: J. Quaintance, S. Mitchell, P. Reifenheiser, S. Horton, C. DePew, C. Kashan

T. Hamlin called the meeting to order at 3:30pm with the *Pledge of Allegiance*.

Approval of Minutes of November 17, 2016

Motion by P. Coombe to approve the minutes of November 17, 2016, subject to an amendment stating S. Jaffe was absent, seconded by S. Drobysh and passed.

Vote:	Patricia Adams	yes	Nancy Hackett	yes
	Phyllis Coombe	yes	Theresa Hamlin	yes
	Steven Drobysh	yes	Lyman Holmes	yes
	Larysa Dyrszka	absent	Susan Jaffe	yes
	Paul Guenther	yes	Forbes March	yes

RESOLUTION #432-16

**ACKNOWLEDGMENT OF RUSS HEYMAN'S SERVICE TO
SULLIVAN COUNTY COMMUNITY COLLEGE**

Whereas, Russ Heyman has served as a member of the Sullivan County Community College Board of Trustees from 2007 to 2016; and

Whereas, during his tenure as a board member, he served as Chairman for two years, from July 2014 to July 2016; and

Whereas, Russ also dedicated himself to the successful operation of the Sullivan County Community College Dormitory Corporation, as a member from 2008 to 2014, and as Chairman for three years, from March 2009 to July 2012; and

Whereas, in addition to the formal duties outlined as a trustee and Sullivan County Community College Dormitory Corporation member, he went above and beyond on occasions too numerous to mention, serving on the Management Association Committee, as well as the most recent Negotiating Team for College Management; and

Whereas, Russ enthusiastically advocated for the students, faculty and staff of the College, as well as the College as a whole; to community members; county legislators; state representatives; and donors; and

Whereas, he regularly represented the College at Foundation fundraising events including the Gala and Golf Tournament, having served as a sponsor for these functions, as well as for the NJCAA National Men's Basketball Tournament.

Now Therefore Be It Resolved that through this resolution the Board of Trustees of Sullivan County Community College officially recognize the contributions Russ Heyman has made to Sullivan County Community College and its affiliate organizations over the past ten years; and

Be It Further Resolved that a copy of this resolution be presented to Russ Heyman during the Board of Trustee's December 2016 meeting.

Motion by S. Drobysch to approve Resolution #432-16, seconded by S. Jaffe and passed.

Vote:	Patricia Adams	yes	Nancy Hackett	yes
	Phyllis Coombe	yes	Theresa Hamlin	yes
	Steven Drobysch	yes	Lyman Holmes	yes
	Larysa Dyrszka	absent	Susan Jaffe	yes
	Paul Guenther	yes	Forbes March	yes

T. Hamlin presented R. Heyman with Resolution #432-16 and thanked him for his years of service to the college and its affiliate organizations. T. Hamlin requested R. Heyman become part of a committee comprised of past trustees whose focus would be looking for ways to assist the college in the future.

COMMUNITY/PUBLIC FEEDBACK

No community/public feedback was provided.

FACULTY COUNCIL REPRESENTATIVE TO THE BOARD REPORT

A. Ruzskiewicz provided a brief Faculty Council update to the trustees and stated eight students who recently participated in theater performances were invited by the Kennedy Center American College Theater Festival to compete at the regional level in future productions.

FACULTY DEPARTMENT PRESENTATION

R. Hanofee, Director of Learning and Student Development Services, introduced the college's two counselors; Christine Kubis and Jennifer King. C. Kubis and J. King presented a brief power point presentation to the trustees outlining the services they offer our students, and the variety of issues they assist our students with. P. Guenther questioned the frequency of the most prevalent issues; T. Hamlin questioned how the Counseling Center keeps track of this type of data. C. Kubis and J. King stated they are working on the process.

CHAIRMAN'S REPORT

Executive Committee reports:

- T. Hamlin requested additional information from P. Reifenheiser regarding Casino Certificates; P. Reifenheiser stated the college will begin offering a variety of different hospitality-related certificate programs beginning in spring 2017.
- S. Jaffe questioned S. Mitchell about a reference in his Action Report regarding facility maintenance and whether or not certain repairs have been budgeted; S. Mitchell stated not necessarily, but many of them were minor.

- T. Hamlin requested an update from S. Mitchell regarding the Workforce Investment Board grant; S. Mitchell stated the college is a partner in the federal grant and will receive partial funding.

T. Hamlin stated the SCCC Dorm Corp by-laws and have recently been revised and will be reviewed by J. Quaintance. T. Hamlin also stated SCCC Foundation by-laws are in the process of being revised and will be available for review shortly. T. Hamlin stated the November 17, 2016 Business Community cocktail party was a success and another one is being planned which will include faculty presentations and a campus tour.

TRUSTEE'S REPORTS

SPIA Report – S. Mitchell stated the SPIA Committee has been focusing discussions on elements from the Board of Trustee's October 28th Retreat and has been incorporating these elements into a Strategic Plan matrix. T. Hamlin questioned when a revised Strategic Plan will be available; S. Mitchell stated SPIA is currently not modifying the document but setting priorities such as sustainability initiatives. S. Rogers stated the college has incorporated a sustainability focus in a number of different ways (ie, the inclusion of sustainability-focused community projects in the metamorphosis classes).

Landscape Report – P. Adams stated a meeting took place on December 9th with Patrick Dollard and a several campus members to discuss the placement of a basketball court near the residence hall. A decision has been made to refurbish the existing court in an effort to reduce expenses. P. Adams also reiterated the need for a Campus Master Plan; J. Quaintance stated he recently reached out to several SUNY contacts to see about obtaining potential assistance.

Finance Report – S. Jaffe stated the Finance Committee met to review the current budget and are currently optimistic about current enrollment figures. S. Jaffe informed the trustees O'Connor Davies will attend the January 2017 BOT meeting to present, and discuss, the 2015/2016 audit.

Dorm Corp Report – S. Jaffe stated the Dorm Corp recently revised their by-laws, and a meeting is scheduled for Tuesday, December 20, 2016.

Student Trustee Report – F. March stated student morale on campus is better this year compared to last year. F. March officially thanked P. Guenther for his generous donation to the Theater Arts program, and stated assistance such as this does not go unnoticed by the students on campus. F. March also stated students are pleased with the new Dean of Student Development Services, John Agnelli.

INTERIM PRESIDENT'S REPORT TO THE BOARD

J. Quaintance provided an enrollment update to the trustees; currently we are 82% towards the spring 2017 goal.

J. Quaintance also provided the following updates:

- J. Quaintance attended a Town of Fallsburg Development meeting; the Town is very interested in assisting the college with the development of an off-campus “college town” which will probably be focused towards Hurleyville;
- J. Quaintance introduced the new Dean of Student Development Services, John Agnelli, to the Board members;
- J. Quaintance stated the current recruiter in New York City has been very effective in increasing the number of out of county applications;
- A StartUp NY Forum is being planned for late January/early February; attendees will learn about current changes/updates to the program;
- SUNY Sullivan was recently identified as a pilot school for Starfish (*software that assists with retention efforts and improves the organization of services that have the greatest impact on student success*). SUNY will fund the initial cost of the software through a grant; C. Welsch stated there will be no issues integrating it with our existing Jenzabar program;
- J. Quaintance and P. Reifenhiser will attend a SUNY discussion on our Improvement Plan, and potential updates to it, in Albany on December 21, 2016
- A meeting recently took place with J. Potossek and M. McCarthy to discuss transportation issues in the county, and potential cost savings to the college through shared services.

FEEDBACK TO THE PRESIDENT

No feedback to the Interim President was provided.

N. Hackett left the meeting at 5:00pm.

EXECUTIVE SESSION

Motion by S. Jaffe to enter Executive Session at 5:10pm to discuss potential personnel and financial matters, seconded by S. Drobysh and passed.

Vote:	Patricia Adams	yes	Nancy Hackett	absent
	Phyllis Coombe	yes	Theresa Hamlin	yes
	Steven Drobysh	yes	Lyman Holmes	yes
	Larysa Dyrszka	absent	Susan Jaffe	yes
	Paul Guenther	yes	Forbes March	yes

Motion by P. Coombe to resume Regular Session at 6:00pm, seconded by L. Holmes, and passed.

Vote:	Patricia Adams	yes	Nancy Hackett	absent
	Phyllis Coombe	yes	Theresa Hamlin	yes
	Steven Drobysh	yes	Lyman Holmes	yes
	Larysa Dyrszka	absent	Susan Jaffe	yes
	Paul Guenther	yes	Forbes March	yes

ADJOURNMENT

Motion by S. Drobysh to adjourn the meeting at 6:00pm, seconded by P. Adams and passed.

Vote:	Patricia Adams	yes	Nancy Hackett	absent
	Phyllis Coombe	yes	Theresa Hamlin	yes
	Steven Drobysh	yes	Lyman Holmes	yes
	Larysa Dyrszka	absent	Susan Jaffe	yes
	Paul Guenther	yes	Forbes March	yes

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

Recorded by L. Roffel

DRAFT