

AGENDA – BOARD OF TRUSTEES MEETING

SUNY Sullivan

Thursday, July 20, 2017 3:30 pm

Farrow Board Room

1. Call to Order
2. **Action Items**
 - **Election of the Slate of Officers**
 - **Approval of Minutes of June 15, 2017**
 - **Resolution #443-17 – Approval of Promotions for 2016-2017**
 - **Discussion of BOT/Subcommittee Meeting Schedule**
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
5. Chairman's Report
 - Comments/Questions – Executive Committee Reports
6. Trustee's Reports
 - SPIA Report
 - Landscape Committee Report
 - Finance Committee Report
 - Dorm Corp Report
7. President's Report to the Board
8. Feedback to the President
9. 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.
10. Adjournment



Board of Trustees
112 College Road
Loch Sheldrake, NY 12759-5723
Tel: 845-434-5750 ext. 4261

Resolution #443-17

Re: Approval of Promotions for 2016-2017

Whereas the faculty and staff listed below have demonstrated exemplary teaching, student advocacy, scholarship, and extra-curricular service to the College and service to the community; and

Whereas the PSA has endorsed the process for recognizing excellent performance through promotion in professorial and staff rank; and

Whereas the Committee for the Promotion of Teaching Faculty, and the Committee for the Promotion of non-Teaching Faculty and Staff, and the Vice President for Academic and Student Affairs have recommended these faculty and staff for promotion to the President; and

Whereas the President has reviewed the recommendations and supporting documents and concurs with the recommendations.

Therefore, Be It Resolved the Board of Trustees of Sullivan County Community College approves the agreement between the PSA and the College, which outlines the promotion process; and

Therefore, Be It Further Resolved that the Board approves the following faculty and staff for 2016-2017 promotion to the ranks indicated:

Teaching Faculty:

Amy Colón to Full Professor
Jessica López-Barkl to Associate Professor
Tim Redman to Full Professor
Dr. Gabe Rikard to Full Professor

Non-Teaching Faculty and Staff:

Shirley Sinacore (2nd Promotion)
Christine Kubis to Full Professor

BE IT FURTHER RESOLVED: that the Board of Trustees of Sullivan County Community College expresses its congratulations to the selected faculty and staff on a job well done.

Certified as a true copy of the Resolution adopted by the
Sullivan County Community College Board of Trustees
at its meeting held on July 20, 2017

Patricia Adams
Secretary to the Board of Trustees

MINUTES
MEETING OF THE SULLIVAN COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES
June 15, 2017

MEMBERS PRESENT: T. Hamlin, Chair, P. Adams, P. Coombe, S. Drobysh, L. Dyrzka, P. Guenther, Nancy Hackett, L. Holmes, S. Jaffe

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

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

APPROVAL OF MINUTES OF May 25, 2017

Motion by S. Drobysh to accept the minutes of May 25, 2017 seconded by P. Adams and passed.

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

Resolution #439-17 RE: Approval of Sport Court Renovation

Whereas a Request for Proposals for a construction firm to rehabilitate an existing sport court in order to construct two (2) basketball courts and a sand volleyball court in a location behind the Eco Green Townhomes at Sullivan County Community College was issued in accordance with the Procurement Policy; and

Whereas proposals were received and opened on Thursday, May 25, 2017 at 11 a.m.; and

Whereas Superior Surfacing Systems, Ltd., Bloomington, NY submitted the lowest qualified proposal in the amount of Three Hundred Ten Thousand Six Hundred Forty Dollars (\$310,640.00); and

Whereas the qualified proposal presented the lowest cost qualified bid for the project; and

Whereas the Bid Committee recommends the Board of Trustees of Sullivan County Community College award Superior Surfacing Systems, Ltd with a contract in the amount of Three Hundred Ten Thousand Six Hundred Forty Dollars (\$310,640.00); and

Whereas the Acting President of Sullivan County Community College also recommends this award.

Now Therefore Be It Resolved that the Board of Trustees of Sullivan County Community College hereby awards this construction services contract to the firm of Superior Surfacing Systems, Ltd., Bloomington, NY in the amount of Three Hundred Ten Thousand Six Hundred Forty Dollars (\$310,640.00).

Motion by S. Jaffe to approve Resolution #439-17, seconded by P. Adams and passed.

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

Resolution #440-17

Re: Approval of DASNY Grant Disbursement Agreement

WHEREAS, Sullivan County Community College (the "College") has previously been selected by the Dormitory Authority of the State of New York ("DASNY") to receive a Community Capital Assistance Program ("CCAP") grant in the amount of \$100,000 (the "CCAP Grant") in connection with the renovation of the College's chemistry lab;

WHEREAS, work on the renovation of the chemistry lab was completed between May 2014 and October 2016;

WHEREAS, by letter dated February 3, 2017, DASNY informed the College that it had fulfilled all of the criteria necessary to receive the CCAP Grant and requested that the College execute and return a Grant Disbursement Agreement (the "Agreement"), together with certain completed exhibits thereto, including an opinion of counsel (a copy of the Agreement and exhibits are attached hereto as Exhibit A); and

WHEREAS, upon DASNY's satisfactory review of the Agreement and exhibits, the College may then begin the requisition process for the \$100,000.

NOW, THEREFORE, BE IT RESOLVED, that the Acting President of the College is authorized, on behalf of the College, to execute and deliver the Agreement in the form attached hereto, to DASNY; and be it

FURTHER RESOLVED, that the Acting President or his designee is authorized to complete and execute, or cause to be completed or executed, the aforesaid exhibits to the Agreement with such changes, variations, omissions and insertions as the Acting President shall approve, the execution thereof by the Acting President of the College to constitute evidence of such approval; and be it

FURTHER RESOVLED, that any and all acts by the Acting President or his designee with respect to the completion of the Agreement or the exhibits thereto prior to the date hereof, be, and each of them hereby is, ratified and approved; and be it

FINALLY RESOVLED, that the Acting President is hereby authorized and directed to do such further things or perform such acts as may be necessary or convenient to implement the provisions of these resolutions.

Motion by S. Drobysh to approve Resolution #440-17, seconded by P. Coombe and passed.

Vote:	Patricia Adams	yes	Theresa Hamlin	yes
	Phyllis Coombe	yes	Nancy Hackett	yes

Steven Drobysch	yes	Lyman Holmes	yes
Larysa Dyrszka	yes	Susan Jaffe	yes
Paul Guenther	yes		

Resolution #441-17

RE: Adoption of Fiscal Year 2017-2018 Operating Budget

WHEREAS: Sullivan County Community College has formulated its Fiscal Year 2017-2018 Operating Budget at a total of \$ 18,380,096 and

WHEREAS: said Operating Budget must be adopted by the Board of Trustees and forwarded to the County of Sullivan and the State of New York;

NOW, Therefore, Be It Resolved, that the Board of Trustees of Sullivan County Community College hereby adopts a Fiscal Year 2017-2018 Operating Budget of \$ 18,380,096 dated June 15, 2017 delineated as follows:

REVENUE		EXPENSE	
Tuition	4,802,666	Instructional	4,646,538
Out of State Tuition	136,643	Public Service	8,520
State Aid	3,202,654	Library & Information Technology	737,297
Chargeback	2,939,003	Student Services	1,470,016
Other Offsetting Revenue	964,130	Buildings and Grounds	1,452,229
Facility Use Fees	35,000	Administration	1,592,281
Sullivan County's Contribution	4,300,000	General Services	1,567,215
		Employee & Post Employ Benefits	4,906,000
Total Unrestricted	16,380,096	Total Unrestricted	16,380,096
Restricted Revenue	2,000,000	Restricted Expenses	2,000,000
Total Restricted	2,000,000	Total Restricted	2,000,000
Total Budget Request	18,380,096	Total Budget Request	18,380,096

Be It Further Resolved that certified copies of this Resolution are forwarded to the County of Sullivan and the State University of New York.

Motion by S. Drobysch to approve Resolution #441-17, seconded by S. Jaffe and passed.

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

Resolution #442-17

RE: Sponsor Services Included in the Fiscal Year 2017- 2018 Operating Budget

WHEREAS: the Fiscal Year 2017-2018 Operating Budget Request of Sullivan County Community College includes appropriations totaling \$ 66,000 for services rendered on behalf of Sullivan County Community College by its sponsor, the County of Sullivan; and

WHEREAS: the Board of Trustees of Sullivan County Community College must provide the State University of New York with a valuation and listing of said sponsor services;

NOW, Therefore, Be It Resolved that the Board of Trustees of Sullivan County Community College hereby approves the following list and valuation of services to be provided by the County of Sullivan during Fiscal Year 2017-2018:

Workers' Compensation
Short Term Disability for Teamster Staff

60,000
6,000
66,000

TOTAL

Be It Further Resolved that certified copies of this Resolution be forwarded to the County of Sullivan and the State University of New York.

Motion by S. Drobysh to approve Resolution #442-17, seconded by S. Jaffe and passed.

Vote:	Patricia Adams	yes	Theresa Hamlin	yes
	Phyllis Coombe	yes	Nancy Hackett	yes
	Steven Drobysh	yes	Lyman Holmes	yes
	Larysa Dyrszka	yes	Susan Jaffe	

Approval of College Auditor

Motion by L. Dyrszka to accept, seconded by P. Guenther and passed.

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

FACULTY COUNCIL REPRESENTATIVE TO THE BOARD REPORT

No report, A. Ruskiewicz was not present.

CHAIRMAN'S REPORT

T. Hamlin announced that on June 21st, she and S. Drobysch will present the Presidential candidate to the SUNY Board. The announcement of the newly appointed President should be official by June 21st.

T. Hamlin asked the Board if they would like to have a Board retreat in August. The Board has decided on a Board retreat to take place on August 17th.

T. Hamlin asked for an update on the transportation situation. J. Quaintance stated that he has had conversations with County Manger, Josh Potosek about public transportation in the county. The Shortline Bus Company has been involved in planning with the county. J. Quaintance also added that the campus has a van that can take students places.

TRUSTEE'S REPORTS

SPIA Report – No report.

Landscape Committee Report – P. Adams reported that the bees have not yet arrived on campus. P. Adams also reported that plants from the Renaissance will be put out in the quad. She also stated that a new tree should be planted by Tom Lambert's bench. There have been conversations about removing the roof garden, which is not being maintained. P. Adams asked if she could write up a grant for funds to get plants in by the directory at the entrance of the college.

Finance Committee Report – No report.

Dorm Corp Report – S. Jaffe reported that the Chair of the Dorm Corp is working on some furniture contributions to the college. C. Depew received some furniture for the Dean's Office.

S. Jaffe announced that the Dorm Corp voted to switch guard services from Apollo to G4S. They were able to save about \$7,000 by switching to this company. G4S will meet with the Dorm Corp to set security policies, concerns and plans for the dorms.

PRESIDENT'S REPORT TO THE BOARD

J. Quaintance is hopeful that the Excelsior Scholarship program will drive enrollment. Financial Aid is receiving applications at a very fast rate. The Financial Aid office is looking to move to a paperless system, which would provide more efficient workflow.

FEEDBACK TO THE PRESIDENT

No feedback.

EXECUTIVE SESSION

Motion by P. Coombe to enter Executive Session at 4:33 pm, seconded by N. Hackett and passed.

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

After Executive Session, there was a motion to amend Resolution #438-17, RE: Approval of President to remove the “three year” contract clause.

Motion to approve amended Resolution #438-17 passed.

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

ADJOURNMENT

Respectfully submitted,

P. Adams
Secretary to the Sullivan County Community College Board Trustees
Recorded by C. Gonzalez

DRAFT