

## AGENDA – BOARD OF TRUSTEES MEETING

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SUNY Sullivan

Thursday, January 23, 2020 3:30 pm

Farrow Board Room

1. Call to Order
2. **Agenda:**
  - **Approval of Minutes of November 21, 2019**
  - **Approval of Resolution #475-20 Re: Resolution Supporting a Permanent Funding Floor for Community College Base State Aid Formula Fiscal Year 2020**
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. Fundraising Presentation, Jose Orengo, JLO Consulting
5. Faculty Council Representative to the Board Report
6. Chairman's Report
  - Comments/Questions – Executive Committee Reports
7. Trustee's Reports
  - Finance and Development Committee Report
  - Operations/ Facilities Management Report
  - Community Partnerships/ Workforce Development Report
  - Academic Strategic Planning 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**  
**November 21, 2019**

**TUSTEES PRESENT:** S. Drobysh, Chair, T. Hamlin, Vice Chair, P. Adams, Board Secretary, P. Guenther, N. Hackett, L. Holmes, A. Kane, P. Coombe J. Varallo, Student Trustee

**ABSENT WAS:** S. Jaffe, Board Treasurer

**ALSO PRESENT:** J. Quaintance, K. Pomakoy, P. Laroche, C. Depew

S. Drobysh, Chair called the meeting to order at 3:30 pm with the *Pledge of Allegiance*.

P. Guenther joined the meeting via phone.

**APPROVAL OF MINUTES OF SEPTEMBER 26, 2019:**

**Motion by T. Hamlin to approve the minutes of the September 26, 2019 meeting, seconded by N. Hackett and passed.**

Vote:

Patricia Adams	yes	Theresa Hamlin	yes
Phyllis Coombe	yes	Lyman Holmes	yes
Steven Drobysh	yes	Susan Jaffe	absent
Paul Guenther	absent	Anthony Kane	yes
Nancy Hackett	yes	Joseph Varallo	yes

**APPROVAL OF RESOLUTION #474-19 RE: APPROVAL OF PAYROLL AUTHORIZATION**

**RESOLUTION #474-19 RE: APPROVAL OF PAYROLL AUTHORIZATION**

**WHEREAS:** Sullivan County Community College maintains a payroll account with Jeff Bank; and

**WHEREAS:** several officers of the college must obtain Board of Trustee approval to be authorized to use/ initiate ACH files for payroll on this account; and

**WHEREAS:** the following Sullivan County Community College officers require this approval:

- John Quaintance, *President*
- Dr. Keith Pomakoy, *Vice President of Academic and Student Affairs*
- Kelly Baker, *Assistant Controller*
- Kim Phillips, *Principal Account Clerk*

**NOW, BE IT RESOLVED:** that the Board of Trustees hereby grants approval to the officers listed above to become official authorized users on the Sullivan County Community College Jeff Bank Payroll Account, in order to conduct official college business.

**Motion by P. Coombe to approve Resolution #474-19 Re: Approval of Payroll Authorizations, seconded by T. Hamlin and passed.**

Patricia Adams	yes	Theresa Hamlin	yes
Phyllis Coombe	yes	Lyman Holmes	yes
Steven Drobysh	yes	Susan Jaffe	absent
Paul Guenther	absent	Anthony Kane	yes
Nancy Hackett	yes	Joseph Varallo	yes

#### **COMMUNITY/PUBLIC FEEDBACK**

- One community member spoke.

#### **FACUTLY PRESENTATION:**

- Mark Lawrence, Associate Professor and Dr. Kenneth Luck, Assistant Professor, presented on Media Program Re-Launch, Graphic Design and Digital Storytelling.

#### **FACULTY COUNCIL REPRESENTATIVE TO THE BOARD REPORT**

- Anne Ruskiewicz
  - Reported
    - Governance Leadership meetings have been positive
    - Faculty have concerns about the attendance policy
    - SPIA Committee has been restructured and is now the Institutional Assessment Committee
    - Pierre Laroche has been facilitating meetings regarding Tutoring Workshops which have been positive

P. Guenther joined the meeting in- person at 4:20pm.

#### **CHAIRMAN'S REPORT**

- S. Drobysh, Chairman
  - Reported
    - Continue to have 1:1 Meetings with Jay
    - Met with Arc and New Hope today prior to the BOT meeting to discuss the creation of a certification program for Direct Support Professionals.

#### **WORKING GROUPS REPORT**

##### **Finance and Development Committee Report**

- J. Quaintance, President
  - Reported
    - The committee did not meet in Faith's absence. The audit has been moved to January. The committee will meet in December when Faith returns from maternity leave. RFP's went out for Snow Removal, Propane and Garbage Removal. The following were awarded the contracts, Ratner & Sons, Blue Flame and Thompson Sanitation.

##### **Operations/ Facilities Management Report:**

- P. Adams
  - Reported
    - The committee met on November 5<sup>th</sup>

- Discussed the Envision Campus Masterplan and how the Foundation Board will assist in raising funds for renovations to the Theater and Culinary Arts Kitchens through a capital campaign.
- J. Quaintance reported that he started the conversation with the County Manager regarding securing a bond or alternative funds that would be eligible for capital match funds through the state, to cover the cost of the 16 million for capital improvements and deferred maintenance.

Community Partnerships/ Workforce Development:

- L. Holmes
  - Reported
    - The committee met on November 12<sup>th</sup>
    - J. Quaintance has been having conversations with someone who is interested in working with the college to develop an airspace and flight school as well as an aviation mechanic program. Discussions continue.
    - Jose Orengo, Fundraising Consultant, and Jose Herrera, Foundation Board Chairman, will be working to develop a capital campaign to fund the renovations of the Theater and Culinary Kitchens.
    - Nursing Program:
      - A recent report shows SUNY Sullivan has graduated 97 Nursing students over the last 5 years, 40 of which have no student loan debt, 18 of which have paid their own way and the maximum amount of debt had was \$8,800. The maximum number of years it took to obtain the degree was 8 years and the minimum was 2 years. This report shows the success of the program and the college will continue to create partnerships to enhance the Health Sciences programs.
      - K. Pomakoy stated we have only lost two nursing students this semester and the LPN Bridge program will begin in January. The Health Sciences pinning ceremony will be held on May 14<sup>th</sup> in the Field House to accommodate the larger class sizes.

Academic Strategic Planning Report:

- T. Hamlin
  - Reported
    - Met on October 29<sup>th</sup>
    - Four Goals for the 19/20 School Year
      - Increase the number/ percentage of students who are successful in gateway Math and English courses by the end of the first semester of enrollment.
      - Ensure that the College's academic assessment process is compliant with MSCHE Standard V: Educational Effectiveness Assessment.
      - Joint the Spring 2020 SUNY Guided Pathways Cohort

- Develop academic programs and partnerships that will support the economic growth of the county.
- Work on these goals continues. Medical Assistant Program is under review with SED. Working on bringing back the CASAC (Credentialed Alcoholism and Substance Abuse Counselor) program.
- Direct Support Professional program development is underway.
- SUNY Sullivan has been nominated to apply for The Aspen Institutes 2020 Excellence and Equity in Community College STEM Award.

**PRESIDENT’S REPORT TO THE BOARD**

- Jay Quaintance, President
  - Reported
    - Spring Enrollment is up 7.2 % from this time last year
    - We will be sending out a survey to the community to gauge the need/want for evening and weekend classes as well as program and location interest. The survey will be posted to social media and be given to major employers in the county.
    - There are two search committees for the Director of Human Resources and the Senior Director of Communications. Interviews have been scheduled and we hope to have both positions filled sometime in December or early January.
    - Roscoe Nursing Home was sold to a private for-profit company and must liquidate their assets. They reached out to the college about potentially donating around \$225,000 to our Health Sciences Programs. These funds would be eligible for Capital Match through the state and can be used to upgrade labs, purchase new equipment, etc.
    - Athletics:
      - Mens Varsity Basketball is currently #14 in the Nation
      - Esports Program Development
        - NJCAA Sport
        - Competitive Video Games

**FEEDBACK TO THE PRESIDENT**

There was no feedback.

The Board agreed to change the meeting dates for two BOT meetings to meet the needs of the academic calendar. The January BOT meeting will be held on Thursday, January 23<sup>rd</sup> and the May BOT meeting will be held on Thursday, May 14<sup>th</sup> with the Health Sciences Pinning to follow.

**EXECUTIVE SESSION**

**Motion by P. Coombe to enter into executive session to discuss a personnel matter at 4:53pm, seconded by P. Adams and passed.**

Vote:	Patricia Adams	yes	Theresa Hamlin	yes
	Phyllis Coombe	yes	Lyman Holmes	yes
	Steven Drobysh	yes	Susan Jaffe	absent
	Paul Guenther	yes	Anthony Kane	yes
	Nancy Hackett	yes	Joseph Varallo	yes

**Motion by N. Hackett to resume regular session at 5:03pm, seconded by P. Guenther and passed.**

Vote:	Patricia Adams	yes	Theresa Hamlin	yes
	Phyllis Coombe	yes	Lyman Holmes	yes
	Steven Drobysh	yes	Susan Jaffe	absent
	Paul Guenther	yes	Anthony Kane	yes
	Nancy Hackett	yes	Joseph Varallo	yes

**ADJOURNMENT**

**Motion by P. Coombe to adjourn the meeting at 5:04pm, seconded by T. Hamlin and passed.**

Vote:	Patricia Adams	yes	Theresa Hamlin	yes
	Phyllis Coombe	yes	Lyman Holmes	yes
	Steven Drobysh	yes	Susan Jaffe	absent
	Paul Guenther	yes	Anthony Kane	yes
	Nancy Hackett	yes	Joseph Varallo	yes

Respectfully submitted,

P. Adams  
Secretary to the Sullivan County Community College Board Trustees  
Recorded by M. Caycho



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

**RESOLUTION #475-20**

**RE: RESOLUTION SUPPORTING A PERMANENT  
FUNDING FLOOR FOR COMMUNITY COLLEGE BASE  
STATE AID FORMULA FISCAL YEAR 2020**

**WHEREAS**, community colleges serve as economic engines that provide a trained workforce and educated citizenry for the State of New York and the local communities in which they're located;

**AND WHEREAS**, community colleges are anchor institutions that help keep their communities strong and vibrant by serving as major employers, community hubs, and social centers;

**AND WHEREAS**, community colleges are the primary catalyst to the middle class by serving more low-income students than any other sector of higher education;

**AND WHEREAS**, community colleges anticipate and respond to the emerging needs of their local communities and remain the most adaptable sector of higher education;

**AND WHEREAS**, community colleges serve nearly half of all undergraduates enrolled in the SUNY System along with nearly as many life-long learners through non-credit classes;

**AND WHEREAS**, a level of predictability in State funding is essential to provide community colleges the ability to plan and budget accordingly and recognizes each college's annual fixed costs;

**AND WHEREAS**, the 98% of the previous year or \$100 increase per FTE, whichever is greater, language added to the community college funding model for fiscal year 2019 was a step in the right in the direction and appreciated;

**AND WHEREAS**, the funding floor should be set in State statute at 100% of the previous year or \$100 increase per FTE, whichever is greater;

**THEREFORE BE IT RESOLVED**, that the Sullivan County Community College Board of Trustees, fully supports the proposal that New York State change the base state aid formula allocation for each community college to be permanently set at 100% of the previous year or \$100 increase per FTE, whichever is more.

Certified as a true copy of the Resolution adopted by the Sullivan County Community College Board of Trustees at its meeting held on January 23, 2020

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Patricia Adams,  
Secretary to the Board of Trustees of Sullivan  
County Community College