

AGENDA – BOARD OF TRUSTEES MEETING

SUNY Sullivan

Thursday, July 19, 2018 3:30 pm

Farrow Board Room

1. Call to Order
2. **Action Items:**
 - **Election of the Slate of Officers**
 - **Approval of Minutes of May 17, 2018**
 - **Approval of Minutes of Executive Committee Meeting June 27, 2018**
 - **Resolution #458-18 – Approval of Promotions for 2017-2018**
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. President's Report to the Board
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.
9. Adjournment

MINUTES
MEETING OF THE SULLIVAN COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES
May 17, 2018

TUSTEES PRESENT: T. Hamlin, Chair, S. Drobysh, Vice Chair, P. Adams, Board Secretary, P. Coombe, P. Guenther, N. Hackett (via phone), S. Jaffe Board Treasurer

ALSO PRESENT: J. Quaintance, K. Pomakoy S. Mitchell, S. Horton, C. Kashan

ABSENT WAS: L. Dyrszka, Iris Gillingham, Student Trustee

T. Hamlin, Chair called the meeting to order at 3:34 pm with the *Pledge of Allegiance*.

APPROVAL OF MINUTES OF March 15, 2018

Motion by P. Coombe to approve the minutes of March 15, 2018, seconded by P. Guenther and passed.

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

CONSENT AGENDA

The consent agenda included approval of the following resolutions,

- Resolution #450-18 Adoption of Fiscal Year 2018- 2019 Operating Budget
- Resolution #451-18 Intention to Place the Position of Division Dean in the Unclassified Professional Service
- Resolution #452-18 Intention to Place the Position of Director of Catskill Hospitality Institute in the Unclassified Professional Service
- Resolution #453-18 Intention to Place the Positions of Athletic Trainer, Head Men’s Baseball Coach and Head Women’s Basketball Coach in the Unclassified Professional Service
- Resolution #454- 18 Approval of Catskill Creamery as a Start-Up NY Company
- Resolution #455- 18 Approval of Goodness Grainless as Start-Up NY Company

Motion by S. Jaffe to approve the consent agenda as presented seconded by P. Adams and passed.

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

S. Drobysh joined the meeting at 3:43pm.

COMMUNITY/PUBLIC FEEDBACK

- Two students spoke about the SCCC Honors Program

N. Hackett joined the email via phone conference at 3:48pm.

FACULTY COUNCIL REPRESENTATIVE TO THE BOARD REPORT

- Anne Ruskiewicz
 - Reported FC elected officers,
 - Anne Ruskiewicz- Chair
 - Chana Epstein- Vice Chair
 - Jennifer King- Secretary
 - Jessica Barkl & Lynne Crockett- FCCC Rep

CHAIRMAN'S REPORT

- Dr. Theresa Hamlin, Board Chair
 - Reported on the success of the April and May events including the Women's Conference, President's Cocktail Reception and Athletic Banquet. Additional May events include:
 - Sustainability Symposium and Presidential Inauguration on May 18th
 - Nursing/ Respiratory Care Pinning and Commencement on May 19th
 - Asked K. Pomakoy to give an update on Online Learning
 - K. Pomakoy, Vice President for Academics and Student Affairs
 - Reported that the college is working on increasing the number of online course offerings.
 - Working on Articulation Agreements with other schools
 - Working with SUNY Open Access Plus Program to evaluate the quality of coursework offered

WORKING GROUPS REPORTS

Finance and Development Committee Report

- Susan Jaffe, Board Treasurer
 - Reported the committee met on May 3rd to review the 18/19 Budget, Cash flow and Fund Balance
 - Reported enrollment target for the upcoming school year is 1,117, up from last year's target of 1,070
 - Reported retiree health insurance is being researched to see how the college can reduce the cost.

Operations/ Facilities Management Report –

- Stephen Mitchell, Associate VP for Planning, Human Resources and Facilities
 - Reported three firms will give presentations for the Master Plan. The firm selected will begin May/ June and be finished Jan-March
 - Reported the IT Audit plan was approved
- Patricia Adams, Trustee

- Reported the Sullivan County Renaissance Care of Public Spaces course was successful. A number of students who completed the course are now participating in summer internships with Sullivan Renaissance

Community Partnerships/ Workforce Development Report –

- Lyman Holmes, Trustee
 - Reported that the group met on April 25th and discussed the needs of local employers and how the college can assist them.
 - Reported that a Massage Therapy program is being created for Yo1 Wellness Center
 - Reported that Action Sports and Tourism will be a focus in the upcoming months

Academic Strategic Planning Report –

- Phyllis Coombe, Trustee
 - Reported that the group met on April 24th and reviewed the data on the majors and minors currently available at the college.
 - Reported that they reviewed/ discussed programs by enrollment, credits and graduation rates.
 - Reported that the group will examine programs that are similar to see if they can be combined to offer more flexibility. Additionally courses will be examined to ensure credits are transferable.
- K. Pomakoy, Vice President for Academics and Student Affairs
 - Reported that he is working with BOCES to house programs at the college and streamline the programs to graduate from SCCC in one year.
 - Reported that a new Nutrition/ Dietary Program is in the works and will need SUNY approval.
 - Reported that they are working on turning the metamorphosis course into transferrable credits

Paul Guenther left the meeting at 4:53pm.

PRESIDENT'S REPORT TO THE BOARD

- Jay Quaintance, President
 - Reported the college will host an HVEC meeting in June.
 - StartUp NY
 - Catskill Creamery Community Feedback Notice: the feedback received was in support of the project
 - The Distillery project is no longer active.
 - Reported that he met with a Taiwanese Company that is interested in drone manufacturing, drone pilot program and aviation pilot program at the Sullivan County Airport and with conjunction with the college.
 - Reported the new Dormitory Corporation Board met and the Executive Director of the Residence Hall position will be posted soon.

- Reported we have 239 Cumulative Students Graduating on May 19th and 5 individuals from the College for Educational Enrichment program

FEEDBACK TO THE PRESIDENT

There was no feedback.

EXECUTIVE SESSION

Motion by P. Coombe to enter into executive session to discuss a potential legal matter at 5:09pm, seconded by S. Jaffe 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	absent	Iris Fen Gillingham	absent

Motion by P. Adams to resume regular session at 5:22pm, seconded by S. Jaffe 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	absent	Iris Fen Gillingham	absent

ADJOURNMENT

Motion by S. Drobysh to adjourn the meeting at 5:23pm, 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	absent	Iris Fen Gillingham	absent

Respectfully submitted,

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

EXECUTIVE COMMITTEE MINUTES
SPECIAL MEETING OF THE SULLIVAN COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES EXECUTIVE COMMITTEE
June 27, 2018

TUSTEES PRESENT: T. Hamlin, Chair, S. Drobysh, Vice Chair, P. Adams, Board Secretary, S. Jaffe Board Treasurer

ALSO PRESENT: J. Quaintance

T. Hamlin, Chair called the meeting to order at 4:35pm.

Motion by S. Drobysh to approve Resolution #457-18 RE: APPROVAL OF RFP AWARD FOR ARCHITECTURAL/ ENGINEERING SERVICES FOR THE DEVELOPMENT OF A CAMPUS MASTERPLAN, seconded by P. Adams and passed.

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

Motion by S. Jaffe to adjourn the meeting at 4:37pm, seconded by S. Drobysh and passed.

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

Respectfully submitted,

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

Recorded by M. Caycho



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

Resolution #458-18

Re: Approval of Promotions for 2017- 2018

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 2017-2018 promotion to the ranks indicated:

Teaching Faculty:

Michael Bel- Associate Professor (2nd Promotion)
Daneryl Weber-Assistant Professor
Robert Eiler- Assistant Professor

Non-Teaching Faculty and Staff:

Tamara Porter
David Seigerman (2nd Promotion)
John McBeath (2nd Promotion)

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 19, 2018

Patricia Adams
Secretary to the Board of Trustees