

AGENDA – BOARD OF TRUSTEES MEETING

SUNY Sullivan

Thursday, September 20, 2018 3:30 pm

Farrow Board Room

1. Call to Order
2. Tour of the Lower J Hermann Memorial Library, One Stop and Upper Hermann Memorial Library
3. **Consent Agenda:**
 - **Approval of Minutes of July 19, 2018**
 - **Job Title Revision of Resolution #458-18 – Approval of Promotions for 2017-2018**
 - **Approval of Resolution #459-18- Approval of Revised Administrative Fees of Tuition and Fee Schedule for 2018- 2019 Fiscal Year**
 - **Approval of Resolution #460- 18- Approval to Accept a Donation of Camera Equipment**
 - **Approval of Resolution #461- 18- Acknowledgment of Dr. Larysa Dyrszka’s service to Sullivan County Community College**
4. 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.
5. Faculty Council Representative to the Board Report
6. Chairman’s Report
 - Comments/Questions – Executive Committee Reports
 - Working Group Reorganization
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

MINUTES
MEETING OF THE SULLIVAN COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES
July 19, 2018

TUSTEES PRESENT: T. Hamlin, Chair, S. Drobysh, Vice Chair, P. Adams, Board Secretary, L. Dyrszka, P. Guenther, N. Hackett, S. Jaffe Board Treasurer

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

ABSENT WAS: P.Coombe

T. Hamlin, Chair called the meeting to order at 3:33 pm with the *Pledge of Allegiance*.

Election of the Slate of Officers

P. Adams assumed the role of Chair and presented the suggested slate of nominations:

Terry Hamlin – Chairman
Steven Drobysh – Vice Chairman
Patricia Adams – Secretary
Susan Jaffe – Treasurer

L. Dyrszka made a motion to approve the slate of officers presented and have the positions voted on concurrently, seconded by P. Guenther and passed.

***L. Holmes joined the meeting at 3:35pm**

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

APPROVAL OF MINUTES OF May 17, 2018

Motion by S. Drobysh to approve the minutes of May 17, 2018, seconded by S. Jaffe and passed.

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

APPROVAL OF EXECUTIVE COMMITTEE MEETING MINUTES OF June 27, 2018

Motion by S. Drobysh to approve the minutes of the Executive Committee Meeting on June 27, 2018, seconded by L. Holmes and passed.

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

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.

Motion by S. Drobysh to approve Resolution #458-18, seconded by S. Jaffe and passed.

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

J. Quaintance read the following document aloud:

As part of SUNY Sullivan’s commitment to ensuring that all our constituents, faculty, students, staff and community members have access to high quality library services, we are making some improvements. As we join the growing list of academic libraries realigning services to address the literacy needs of 21st century community college library patrons, it is worth revisiting the data supplied in the library’s annual reports:

- In 2007, the library’s collection included approximately 72,000 print volumes, 358 journals, 26 microfilm collections, and 56 electronic databases. By 2016 the collection had changed significantly: the print collection had declined by 26% to 53,000 volumes, microfilm is no longer housed at the library, journal subscriptions have plummeted over 75% to 120, but digital databases have almost doubled to 96, and the library now boasts over 143,000 eBooks.
- Print circulation has declined dramatically. In 2007 the library loaned 2247 books to SCCC students; by 2016 this category of circulation had fallen to 543. Circulation continued to fall into the 2017-2018 academic year, with only 429 books loaned to students.
- Over the last two years, fewer than 1100 books in our main circulating collection have been checked out.
- Reference desk use has seen a similar marked decrease: from nearly 12,000 reference desk interactions in 2007, the total dropped to approximately 3000 in 2014 and 1364 in the 2016-2017 academic year.

COMMUNITY/PUBLIC FEEDBACK

- The President of the NAACP read a statement on behalf of the NAACP, see attached.
- Other community members spoke

T. Hamlin stated that the board would take the publics comments into consideration.

FACULTY COUNCIL REPRESENTATIVE TO THE BOARD REPORT

- Anne Ruskiewicz
 - Reported that Faculty have concerns with reorganization
 - Reported that Faculty would like to give input on library Micro Collections
 - Shared the work of a former student who took “Hops and Hemp in American History” class. The student works at Prohibition Distillery and created a beverage called Bravas Barboss.
- T. Hamlin stated that the Board is aware of the concerns Jay is here to work with the faculty.

CHAIRMAN’S REPORT

- Dr. Theresa Hamlin, Board Chair
 - Attended the Sullivan County Government Services meeting on July 10, 2018. The county legislature is unanimously supportive of the college and the positive changes that are being made.
 - Reported she met with Dr. Susan LaRacco, Dean of the School of Nursing, at Mount St. Mary College
 - Discussed the possibility of offering a joint BS Nursing Program with SCCC
 - Reported that ENVISION Architects has been selected for the Campus Masterplan

PRESIDENT’S REPORT TO THE BOARD

- Jay Quaintance, President
 - Thanked everyone for their comments and support regarding the changes to the library and the reorganization. Stated that nothing is cast in stone and if changes need to be made they will be.
 - Reported that two Internal Deans have been hired for a one year appointment
 - Rose Hanofee, Interim Dean of Liberal Arts and Sciences
 - Cynthia Marcello, Interim Dean of Professions, Health Sciences and Library Services
 - Reported Fall Enrollment is at 72%
 - The Presidents Office is hosting “Discover SUNY Sullivan Day” on August 15th. The day will include a bbq, tours, testing and registering for classes.
 - Applications/ Inquires are up from last year
 - Reported on new Program Development
 - Aviation Pilot program at SC Airport
 - 40 Students in the First Year who will live on campus and be transported to the airport
 - YO1 Massage Certification Program
 - Prison Program
 - Conferred Degrees for 17 Inmates
 - Thanked Faculty who teach there for their continued hard work

FEEDBACK TO THE PRESIDENT

There was no feedback.

EXECUTIVE SESSION

Motion by S. Drobysch to enter into executive session to discuss a potential legal matter at 4:30pm, seconded by S. Jaffe and passed.

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

Motion by L. Holmes to resume regular session at 5:04pm, seconded by S. Jaffe and passed.

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

ADJOURNMENT

Motion by S. Jaffe to adjourn the meeting at 5:05pm, seconded by P. Guenther and passed.

| | | | | |
|-------|----------------|--------|----------------|-----|
| Vote: | Patricia Adams | yes | Nancy Hackett | yes |
| | Phyllis Coombe | absent | Theresa Hamlin | yes |
| | Steven Drobysh | yes | Lyman Holmes | yes |
| | Larysa Dyrszka | yes | Susan Jaffe | yes |
| | Paul Guenther | 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 #457-18

**Re: REVISED 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- Full Professor
Daneryl Weber-Associate Professor
Robert Eiler- Associate Professor

Non-Teaching Faculty and Staff:

Tamara Porter (2nd Promotion)
David Seigerman (3rd and Final Promotion)
John McBeath (3rd and Final 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



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

Resolution Number #459-18

**RE: Adoption of Revised Administrative
Fee Schedule for
Credit by Examination or Evaluation for
Fiscal Year 2018-2019**

WHEREAS: the Administration of the College has formulated a tuition and fee schedule for Fiscal Year 2018-2019 in conformance with the financial plan developed by the College; and

WHEREAS: the Board of Trustees approved the tuition and fee schedule for Fiscal Year 2018-2019 on March 15, 2018; and

WHEREAS: On page 3 of the schedule of tuition and fees under “IV. Administrative Fees” Part F. states Credit by Examination or Evaluation be charged one hundred twenty five dollars per exam/ evaluation; and

WHEREAS: a revision of the charge has been made to “Part F” which now states Credit by Examination or Evaluation be charged forty dollars per credit hour

NOW, THEREFORE BE IT RESOLVED by the Board of Trustees of Sullivan County Community College that the revised tuition and fee schedule for Fiscal Year 2018-2019, a copy of which is attached hereto and made a part hereof, is hereby approved, and

BE IT FURTHER RESOLVED that a copy of this Resolution and schedule is forwarded to the State University of New York, Office of Finance and Business.

Certified as a true copy of the Resolution adopted by
the Sullivan County Community College Board of
Trustees at its meeting held on September 20, 2018

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



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

Resolution #460-18

**Re: APPROVAL TO ACCEPT A
DONATION OF DIGITAL PHOTOGRAPHIC
EQUIPMENT**

WHEREAS: the Board of Trustees of Sullivan County Community College has the authority and responsibility for adopting policies and approving curricula for Sullivan County Community College; and

WHEREAS: the Division of Liberal Arts offers a Computer Graphics/Graphic Design academic degree program as well as digital photography classes; and

WHEREAS: Mr. Steve Kalka of Hurleyville, New York, has offered to donate 40 pieces of professional level full frame digital photographic equipment to SUNY Sullivan to be used by students in the Computer Graphics/Graphic Design program as well as in digital photography classes; and

WHEREAS: this equipment will provide students with access to advanced DSLR (digital single-lens reflex) cameras, lenses and accessories, as well as with hands-on experience using professional equipment; and

THEREFORE, BE IT RESOLVED: that the Board of Trustees of Sullivan County Community College accepts the donation of 40 pieces of camera equipment and extends its gratitude to Mr. Kalka.

Certified as a true copy of the Resolution adopted by the
Sullivan County Community College Board of Trustees
at its meeting held on September 20, 2018

Patricia Adams
Secretary to the Board of Trustees



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

RESOLUTION #461-18

**RE: ACKNOWLEDGMENT OF DR. LARYSA DYRSZKA'S
SERVICE TO SULLIVAN COUNTY COMMUNITY COLLEGE**

Whereas, Dr. Larysa Dyrszka, a Governor's appointee, has served as a member of the Sullivan County Community College Board of Trustees from 2009 to 2018; and

Whereas, in addition to the formal duties outlined as a trustee, Larysa also served as a member of the Academic and Strategic Planning Working Group; and

Whereas, Larysa 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, she regularly represented the College at Foundation fundraising events.

Now Therefore Be It Resolved that through this resolution the Board of Trustees of Sullivan County Community College officially recognizes and thanks her for the contributions Dr. Larysa Dyrszka has made to Sullivan County Community College and its affiliate organizations over the past nine years; and

Be It Further Resolved that a copy of this resolution will be forwarded to Dr. Larysa Dyrszka.

Certified as a true copy of the Resolution adopted by
the Sullivan County Community College Board of Trustees
at its meeting held on September 20, 2018.

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