



SUNY SULLIVAN

AGENDA – BOARD OF TRUSTEES MEETING

SUNY Sullivan

Thursday, January 28, 2021 3:30pm

Via Video Conference

1. Call to Order
2. 2019- 2020 Financial Audit Presentation- Joseph Heroux, The Bonadio Group
3. **Action Items:**
 - **Approval of the 2019-2020 Financial Audit**
 - **Approval of November 19, 2020 Minutes**
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.
****Members of the public who wish to speak must email mcaycho@sunysullivan.edu no later than Wednesday, January 27th to register.**
5. Faculty Presentation on the Prison Program
 - Dr. Lynne Crockett, Professor
 - Daneryl Weber, Associate Professor
6. Faculty Council Representative to the Board Report
7. Chairman's Report
8. Trustee's Reports
 - Finance and Development Committee Report
 - Operations/ Facilities Management Report
 - Community Partnerships/ Workforce Development Report
 - Academic Strategic Planning Report
9. President's Report to the Board
10. Feedback to the President
11. 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.
12. Adjournment

**MINUTES
MEETING OF THE SULLIVAN COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES
November 19, 2020**

TUSTEES PRESENT: Nancy Hackett, Chair , T. Hamlin, Vice Chair, P. Guenther, Treasurer, Patricia Adams, Board Secretary , N. Hackett, L. Holmes, A. Kane, P. Coombe, S. Drobysh, M. Miralle, Student Treasurer

ABSENT WAS: S. Jaffe

ALSO PRESENT: J. Quaintance, K. Pomakoy, C. Depew, E. Davis, F. Deming, S. Greeno

In pursuant to Governor Cuomo’s Executive Order 220.1 issued on March 12, 2020, this meeting was held via video conference.

N. Hackett called the meeting to order at 3:33 pm.

APPROVAL OF MINUTES OF SEPTEMBER 22, 2020 MEETING

Motion by S. Drobysh to approve the Minutes of the September 22, 2020 Meeting, 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	Michelle Miralle	yes

Approval of Updated Policy 3.16 Inclement Weather Policy

Motion by T. Hamlin to approve the Updated Policy 3.16 Inclement Weather Policy seconded by P. Adams and passed.

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	Michelle Miralle	yes

COMMUNITY AND PUBLIC FEEDBACK

There was no public comment.

PRESENTATIONS:

Dean Rose Hanofee and Dr. Jeffrey Keefer, Director of Institutional Research presented on the Middle States Commission on Higher Education Self Study Process.

Dr. Jeffrey Keefer presented on the Strategic Planning Committee process and the next steps.

FACULTY COUNCIL REPRESENTATIVE TO THE BOARD REPORT

- Anne Ruskiewicz
 - Reported after the board returned from Executive Session
 - The Middlestates process will be a great way to build on what we have and make some changes to improve processes and procedures.
 - Faculty Council will meet on Tuesday, November 24th for housekeeping items
 - Faculty are preparing with the end of the semester winding down and looking forward to break.

CHAIRMAN'S REPORT

- Chairman Hackett introduced Student Trustee Michelle Miralle. Michelle is a 2nd year Nursing Student and active in Nursing Club.
- Attended the NYCCT two day conference

TRUSTEE REPORTS:

Finance and Development Committee:

- P. Guenther, Treasurer
 - Reported
 - Committee met on Tuesday, 11/17/20
 - Fall Enrollment is slightly under goal, 2%, but still doing better than many other Community Colleges
 - County payments will begin to come in, they do not anticipate a delay
 - State Funding is still up in the air
 - The 19/20 Audit has begun and we expect they will be finished in January.

Operations and Facilities Management:

- P. Adams
 - Reported
 - This working group will now attend the Sustainability Committee Meeting as many of their projects are related to the Operations and Facilities Management and fit into the Campus Master Plan.
 - The daycare project is ongoing. There have been some obstacles with the renovations but we continue to push forward.
 - The bike trail to Hurleyville will not be pursued but walking trails throughout campus will be developed. The committee will seek fundraising through the Foundation Board.

P. Coombe questioned the \$50,000 grant we were awarded through Senator Bonacic's office for the development of a bike trail. J. Quaintance stated that he spoke to Senator Metzger' office and we would re-appropriate the funds to expand the trail work on campus.

Community Partnerships and Workforce Development:

- L. Holmes
 - Reported
 - The College continues to work with Sullivan County Workforce Development to discuss specific workforce needs in the County. We are planning information sessions to highlight programs offered at the college.
 - Through the SC Workforce Development Robert Green is building an internal promotion process with the college. He has recently enrolled two employees at the college.
 - Met with Albany Can Code

Academic and Strategic Planning:

- T. Hamlin
 - Reported
 - Middletstates Update which was already provided by Rose and Jeffrey.
 - COVID pool testing is ongoing and 100% Negative thus far.
 - Students need to be tested before they leave campus for Thanksgiving and will not return until after Christmas Break per SUNY's mandate.
 - Spring Semester will start virtually on January 20th and the in-person instruction for specific programs will begin February 1st. Additional testing before Students return to campus will be required.
 - Commencement will be Virtual in May.
 - College is looking to create a CNA program, which will be great for the County.
 - EMT program will pick up again in the Spring.

Presidents Report:

- Jay Quaintance, President
 - Reported
 - Enrollment is 2% below our goal which was -5% of last year. We are up in head count but down in AFFTE goal. That is due to students taking less credits but also an increase in high school students taking college courses.
 - Winter and Spring Sports are in a holding pattern with the NJCAA. The Dorms will not reopen for the Spring semester.
 - Energy Audit is almost complete. The county is committed to fund this through financing through NYPAAA and NYSERDA, which will be eligible for capital match funds.
 - In discussion to open an Early College High School with the Homestead.
 - Food Insecurity Fund set up by the Foundation board to help students in need by providing them with \$100 gift cards to local grocery stores and providing meal boxes for Thanksgiving.
 - The Good News Movement is collecting funds and toys to help students in need celebrate the holidays.
 - We have a new proposal for retirees who chose to switch to the Aetna Medicare Advantage Plan. The college will pay their full monthly premium and offer them an HRA in the amount of \$2,500 per person.

FEEDBACK TO THE PRESIDENT

M. Miralle, Student Trustee thanked the college on behalf of all of the students for all of their support.

EXECUTIVE SESSION

Motion by S. Drobysh to enter into executive session to discuss an employment contract at 4:41pm, 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	Michelle Miralle	yes

Motion by S. Drobysh to resume regular session at 5:10pm, 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	Michelle Miralle	yes

Motion by T. Hamlin to approve the President’s Contract for Jay Quaintance for an additional three years from 2020-2023 at a salary of \$160,000 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	Michelle Miralle	yes

ADJOURNMENT

Motion by T. Hamlin to adjourn the meeting at 5:14pm, seconded by S. Drobysh 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	Michelle Miralle	yes

Respectfully submitted,

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