

UPDATED AGENDA – BOARD OF TRUSTEES MEETING

SUNY Sullivan

Thursday, March 14, 2019 3:30 pm

Farrow Board Room

1. Call to Order
2. Moment of Silence in memory of Scott Healy and Dave Thompson
3. **Agenda:**
 - **Approval of Minutes of February 7, 2019**
 - **Approval of Resolution #463-19 Approval of Memorandum of Agreement with the Student Conservation Association, INC. and a Memorandum of Understanding with each of New York State Office of Parks, Recreation and Historic Preservation and the New York State Department of Environmental Conservation**
 - **Recognition of Athletic Excellence**
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 Presentation
 - International Students, Hudson Link & College Clubs
 - Associate Professor, Thomas Martin, Ph.D.
6. Faculty Council Representative to the Board Report
7. Student Trustee Report
8. Chairman's Report
 - Comments/Questions – Executive Committee Reports
9. Trustee's Reports
 - Finance and Development Committee Report
 - Operations/ Facilities Management Report
 - Community Partnerships/ Workforce Development Report
 - Academic Strategic Planning Report
10. President's Report to the Board
11. Feedback to the President
12. 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.
13. Adjournment

MINUTES
MEETING OF THE SULLIVAN COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES
February 7, 2019

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

ABSENT WAS: A. Kane

ALSO PRESENT: J. Quaintance, K. Pomakoy,

T. Hamlin, Chair called the meeting to order at 3:32 pm with the *Pledge of Allegiance*.

APPROVAL OF MINUTES OF November 29, 2018

Motion by S. Drobysh to approve the minutes of November 29, 2018 meeting, seconded by N. Hackett and passed.

Vote:

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

Motion by S. Drobysh to approve the minutes of January 17, 2019 meeting, seconded by S. Jaffe and passed.

Vote:

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

COMMUNITY/PUBLIC FEEDBACK

- There was no public feedback.

FACULTY PRESENTATIONS

Professor Arthur Riegal and Professor Erroyl Rolle presented on the Business/ Marketing Program of the Catskill Hospitality Institute.

Professor Riegal discussed the Bee Farm and how it is incorporated into the classes he teaches. He also discussed the hands on projects he and Professor Diane Riegal have their classes complete throughout campus. Professor Riegal discussed "Think Positive Sullivan County" a Facebook page created by Professor Diane Riegal's 2007 Marketing Class. Each year students add content to the page, it also allows them to connect and remain in contact with each other.

Professor Rolle discussed the effectiveness of E-Learning as well as Case Based and Problem Based Learning. Additionally they discussed the program as a whole and what their future goals for the program are.

FACULTY COUNCIL REPRESENTATIVE TO THE BOARD REPORT

- Anne Ruszkiewicz
 - Reported
 - The semester is off to a good start.
 - The Faculty enjoyed the open session to discuss the Iron Bridge Report findings.

CHAIRMAN'S REPORT

- Dr. Theresa Hamlin, Board Chair
 - Reported
 - The Presidents Evaluation will be completed by the next meeting and reviewed at the May meeting.
 - SUNY Vice Chairman Merryl Tisch and SUNY Senior Vice Chancellor Johanna Duncan Poitier will be visiting the college at the end of the month.
 - Johanna Duncan Poitier sent out a community college budget advocacy document, which discussed the current funding model and how it does not work for Community Colleges and the proposed solution. The document was distributed to the board

WORKING GROUPS REPORTS

Finance and Development Committee Report

- Susan Jaffe, Board Treasurer
 - Reported
 - The committee met on January 17, 2019.
 - The Bonadio Group presented the 2017- 2018 Audit which was approved by the full board.
 - 2019- 2020 Budget Preparation will begin soon.
 - The committee and the full board would like to thank Susan Horton for her hard work and dedication to SUNY Sullivan and wishes her the best in her retirement.
 - The position of Controller will be posted in the upcoming weeks.

Operations/ Facilities Management Report

- Nancy Hackett, Trustee
 - Reported
 - As the next step in the campus master plan, a SWOT Analysis meeting has been scheduled for February 28th with ENVISION architects and several community stakeholders.

Community Partnerships/ Workforce Development Report –

- Lyman Holmes, Trustee
 - Reported
 - The group met January 23, 2019
 - The group discussed the Adventure Sports Management Program which could be a good opportunity to support workforce in the county especially for places like Kartrite Waterpark who are in need of trained employees.
 - The Generator Repair Program is being developed
 - The group discussed bringing back the Golf Course Management Program.
 - StartUp NY Updates
 - The county is assisting with a lease agreement for the Creamery Project
 - The Bakery located at the Narrowburg Union is moving forward in the application process.
 - S. Drobysh reported that transportation continues to be an issue for our students and throughout the county. Sullivan County will begin a county-wide route in March which will include stops at the college.

Academic Strategic Planning Report –

- K. Pomakoy, Vice President for Academics and Student Affairs
 - Introduced, Pam Jones, RN our new School Nurse
 - Reported
 - The Enrollment Management Committee continues to meet weekly. In the process of creating, a spreadsheet of projects with deadlines and outcomes which will be shared with the board once complete.
 - Dean of Enrollment Management Position has been posted and interviews will be conducted in the upcoming weeks.
 - Working to revise and rebrand the Honors Program
 - In January we received approval from Middlestates to offer as many online classes as we'd like. We expect to have 12-15 approved programs for the Fall semester.
 - Online Program approval is underway, five programs have been submitted, one of which has already been approved.
 - We are working on a new Block Schedule that will be implemented in the Fall.
 - We have a draft partnership MOU with CRMC and our nursing program, we expect it to be finalized soon which will be brought to the board for approval.
 - Working on a Career Focus program through TCFD
- T. Hamlin and N. Hackett recommended looking into offering Teacher Assistant Programs and trainings on weekends.

PRESIDENT’S REPORT TO THE BOARD

- Jay Quaintance, President
 - Reported
 - We continue to discuss retiree health benefits with the PSA and Teamster’s. We have had positive meetings and continue to move forward.
 - We are reviewing the contracts with the Bookstore and Vending Machines to increase savings to the college, add revenue and provide better services to our students.
 - SUNY Sullivan is the first community college with an approved Startup NY project that includes a land lease. The county is assisting with drafting an agreement, which will come to the board for approval. Once approved the Creamery can begin to plan for construction.
 - We will have additional revenue through renting out the dorms and parking due to events planned throughout the county this summer.
 - We made an offer for the VP of Administrative Services/ COO. The offer has been verbally accepted; once the paperwork has been signed a formal announcement will be made.
 - The visit with Dr. Meryll Tisch and Johanna Duncan Poitier is on February 28th. They will be meeting with the Executive Committee and Students. This is our first visit from Dr. Tisch and we are looking forward to the visit.
 - Thursday, March 14th we will hold our service awards as well a celebration for our upcoming retirees.

Due to spring break, the next Board of Trustees Meeting will be held on Thursday, March 14th at 3:30pm.

FEEDBACK TO THE PRESIDENT

There was no feedback.

EXECUTIVE SESSION

There was no need for an Executive Session.

ADJOURNMENT

Motion by S. Drobysch to adjourn the meeting at 4:48pm, seconded by S. Jaffe and passed.

Vote:	Patricia Adams	absent	Theresa Hamlin	yes
	Phyllis Coombe	yes	Lyman Holmes	yes
	Steven Drobysch	yes	Susan Jaffe	yes
	Paul Guenther	absent	Anthony Kane	absent
	Nancy Hackett	yes	Gem Helper	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 #463-19

RE: APPROVAL OF MEMORANDUM OF AGREEMENT WITH THE STUDENT CONSERVATION ASSOCIATION, INC. AND OF MEMORANDUM OF UNDERSTANDING WITH EACH OF NEW YORK STATE OFFICE OF PARKS, RECREATION AND HISTORIC PRESERVATION AND NEW YORK STATE OFFICE OF PARKS, RECREATION AND HISTORIC PRESERVATION

WHEREAS, Excelsior Conservation Corps ("ECC") was initiated by Governor Andrew M. Cuomo as part of the Governor's 2015 Opportunity Agenda to provide environmental stewardship and environmental education on various projects throughout the State and is supported in part by the New York State Environmental Protection Fund ("EPF"), the Capital Projects Fund on behalf of the New York State Environmental Facilities Corporation, and by federal AmeriCorps program funds;

WHEREAS, ECC works on environmental stewardship projects on public land managed by each of New York State Department of Environmental Conservation ("NYS DEC") and New York State Office of Parks, Recreation and Historic Preservation ("State Parks"), which helps to protect and sustain these natural resources over the long term for the benefit of the New York State community;

WHEREAS, State Parks has entered into an agreement with **The Student Conservation Association, Inc.**, New York not-for-profit corporation ("SCA"), to provide up to seven (7) full-time employees who will recruit, train and provide on-site supervision to up to fifty (50) ECC members necessary to carry out the purpose and objectives of the ECC program;

WHEREAS, State Parks has selected Sullivan County Community College ("SCCC") to provide housing, as well as classroom, office and storage space at SCCC facilities to ECC staff and members and has agreed to allocate to SCCC an amount not to exceed \$233,000 per year, for a term beginning January 1, 2019, and ending on December 31, 2021;

WHEREAS, SCCC is willing to provide housing and related classroom, office and storage facilities at a rate lower than it would normally charge;

WHEREAS, State Parks and the Department have provided to SCCC a draft Memorandum of Understanding, dated effective January 2, 2019, setting forth the funding to be provided to SCCC in return for SCCC's provision of housing and related services to ECC, its staff and its members;

WHEREAS, SCA also has provided to SCCC a draft Memorandum of Agreement, dated effective January 2, 2019, outlining the roles and responsibilities of each party with respect to the housing and related services to ECC, its staff and its members;

WHEREAS, the Board of Trustees of SCCC believes that it is in SCCC's best interest to enter into each of the MOU and the MOA.

NOW, THEREFORE, BE IT RESOLVED, that the President of SCCC be and hereby is authorized to execute and deliver the MOU with State Parks and the Department, in such form as the Office of the County Attorney shall deem appropriate; and

BE IT FURTHER RESOLVED, that an in-kind donation of accommodations, classroom, office and storage facilities and related services by SCCC in amount up to \$273,400 be and hereby is approved; and

BE IT FURTHER RESOLVED, that the President of SCCC be and hereby is authorized to execute and deliver the MOA with SCA with State Parks and the Department, in such form as the Office of the County Attorney shall deem appropriate; and

BE IT FURTHER RESOLVED, that the President be and hereby is authorized to take such further action and to execute, deliver, certify and file all such further instruments and documents, in the name and on behalf of SCCC, as necessary or advisable to carry out the intent and accomplish the purpose of the this resolution and the transactions contemplated thereby; and

BE IT FURTHER FINALLY RESOLVED, that any and all acts of the President, or his designee, which would have been authorized by the foregoing paragraphs except that were taken prior to the adoption of this resolution, be and hereby are ratified, confirmed and approved.

Certified as a true copy of the Resolution adopted by
the Sullivan County Community College Board of Trustees
at its meeting held on March 14, 2019

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