



SUNY SULLIVAN

AGENDA – BOARD OF TRUSTEES MEETING

SUNY Sullivan

Thursday, May 20, 2021 3:30pm

Via Video Conference

1. Call to Order
2. Action Items:
 - **Approval of March 18, 2021 Meeting Minutes**
 - **Approval of Resolution #490-21 Re: Proposal for Name Change of Media Arts: Digital Storytelling, AS Degree Program**
 - **Approval of Resolution #491-21 Re: Proposal for Name Change of Green Building Maintenance and Management, AAS Degree Program**
 - **Approval of Resolution #492-21 Re: 2021/2022 Operating Budget**
 - **Approval of Resolution #493-21 Re: Sponsor Services**
 - **Approval of 2021- 2025 Strategic Plan**
 - **Approval of Updated Student Code of Conduct**
 - **Approval of Updated Institutional Learning Outcomes**
 - **Presentation of the Chancellor's Awards**
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.
**Members of the public who wish to speak must email mcaycho@sunysullivan.edu no later than Wednesday, May 19th to register.
4. Faculty Council Representative to the Board Report
5. Chairman's Report
6. Trustee's Reports
 - Finance and Development Committee Report
 - Operations/ Facilities Management Report
 - Community Partnerships/ Workforce Development Report
 - Academic Strategic Planning Report
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
March 18, 2021**

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 Trustee

ABSENT WAS: S. Jaffe

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

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 3:35 pm.

The meeting began with a moment of silence in memory of James Sammann.

Joseph Heroux, The Bonadio Group, presented the 2019-2020 Audited Financial Statements. There were no material findings.

ACTION ITEMS:

APPROVAL OF 2019- 2020 FINANCIAL AUDIT

Motion by T. Hamlin to approve the 2019- 2020 Financial Audit seconded by L. Holmes and passed.

| | | | | |
|-------|----------------|--------|------------------|--------|
| Vote: | Patricia Adams | yes | Theresa Hamlin | Yes |
| | Phyllis Coombe | yes | Lyman Holmes | Yes |
| | Steven Drobysh | absent | Susan Jaffe | absent |
| | Paul Guenther | yes | Anthony Kane | Yes |
| | Nancy Hackett | yes | Michelle Miralle | Yes |

Approval of the January 26, 2020 Meeting Minutes

Motion by T. Hamlin to approve the January 26, 2020 Meeting Minutes seconded by P. Guenther and passed.

| | | | | |
|-------|----------------|--------|------------------|--------|
| Vote: | Patricia Adams | yes | Theresa Hamlin | Yes |
| | Phyllis Coombe | yes | Lyman Holmes | Yes |
| | Steven Drobysh | absent | Susan Jaffe | absent |
| | Paul Guenther | yes | Anthony Kane | Yes |
| | Nancy Hackett | yes | Michelle Miralle | Yes |

Approval of Resolution #489-21 2021/2022 Tuition and Fee Schedule

Resolution Number #489-21 RE: Adoption of Tuition and Fee Schedule for Fiscal Year 2021- 2022

WHEREAS: the Administration of the College has formulated a tuition and fee schedule for Fiscal Year 2021-2022 in conformance with the financial plan developed by the College; and

WHEREAS: the Board of Trustees must approve a tuition and fee schedule for Fiscal Year 2021-2022 and forward same to the State University of New York.

NOW, THEREFORE BE IT RESOLVED by the Board of Trustees of Sullivan County Community College that the tuition and fee schedule for Fiscal Year 2020-2021, 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.

Motion by P. Guenther to approve Resolution #489-21 Re: 2021/2022 Tuition and Fee Schedule with the correction to the typo in the third paragraph of the date 2020-2021 corrected to 2021- 2022 seconded by P. Adams and passed.

| | | | | |
|-------|----------------|--------|------------------|--------|
| Vote: | Patricia Adams | yes | Theresa Hamlin | Yes |
| | Phyllis Coombe | yes | Lyman Holmes | Yes |
| | Steven Drobysh | absent | Susan Jaffe | absent |
| | Paul Guenther | yes | Anthony Kane | Yes |
| | Nancy Hackett | yes | Michelle Miralle | Yes |

Adoption of Board Policy 1.04 Gender Neutral Bathrooms

BACKGROUND:

On December 23, 2020, a landmark civil rights measure became law in New York State by making all single stall bathrooms in the state gender neutral in order to protect transgender, gender nonconforming, and non-binary (TGNCNB) individuals from discrimination and harassment. The law goes into effect March 23, 2021, which means the campuses should take immediate steps to update all applicable “Male” and “Female” signage to “Gender Neutral.”

GENDER NEUTRAL BATHROOMS POLICY

All public single-occupancy bathroom facilities at SUNY Sullivan shall be designated as gender neutral for use by no more than one occupant at a time or for family or assisted use. Such gender neutral bathroom facilities shall be clearly designated by the posting of such on or near the entry door of each facility. For purposes of this section, single-occupancy bathroom shall have the same meaning as paragraph (d) of subdivision one of section one hundred forty-five of the public buildings law.

This policy shall constitute written adoption of the requirements of subdivision twenty of section three hundred fifty-five of the education law.

Motion by A. Kane to adopt Board Policy 1.04 Gender Neutral Bathrooms seconded by P. Guenther and passed.

| | | | | |
|-------|----------------|--------|------------------|--------|
| Vote: | Patricia Adams | yes | Theresa Hamlin | Yes |
| | Phyllis Coombe | yes | Lyman Holmes | Yes |
| | Steven Drobysh | absent | Susan Jaffe | absent |
| | Paul Guenther | yes | Anthony Kane | Yes |
| | Nancy Hackett | yes | Michelle Miralle | Yes |

COMMUNITY AND PUBLIC FEEDBACK

One community member spoke.

PRESENTATIONS:

Jen King, LCSW, CASAC, Director of Learning and Student Development Services presented on the Alcoholism and Drug Abuse Counseling, AAS Degree program.

S. Drobysch joined the meeting at 4:32pm.

FACULTY COUNCIL REPRESENTATIVE TO THE BOARD REPORT

- Anne Ruskiewicz
 - Reported
 - Faculty Council did not meet last month
 - Faculty are pleased that we will go back to the pre-labor day opening this coming fall.
 - Pleased to be filling full time faculty positions of those who are retiring.
 - Shared Governance process is working well with the hiring process of the Dean of Student Success and Workforce Development.
 - Looking forward to a Socially Distanced face to face commencement ceremony if the college is permitted to have one.

CHAIRMAN'S REPORT

- Chairman Hackett reported on the process of the Strategic Planning Meetings as well as the Sustainability Committee Meetings.

TRUSTEE REPORTS:

Finance and Development Committee:

- P. Guenther, Treasurer
 - Reported
 - Committee met on Tuesday, 03/16/2021
 - The committee reviewed the 2019/2020 Audited Financial Statements.
 - Committee will begin to discuss a development plan for the college.
 - Received a donation to fund the creation of a LPN program.

Operations and Facilities Management:

- P. Adams
 - Reported
 - This working group now attends 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 college is partnering with a company to install four electric vehicle charging stations at the college that will not be a cost to the college.
 - The Sustainability and Wellness Committees are working on trail development on campus.

Community Partnerships and Workforce Development:

- L. Holmes
 - Reported
 - Met on March 4th

- Jay and Eleanor met with Resorts World Catskills to discuss a potential donation or funding of a food truck.
- SUNY Sullivan continues to work on career placement with a variety of organizations and businesses throughout the county.
- The college is exploring options to bring in coding curriculum to support the growth of new computer gaming and programming businesses coming to the county.
- Discussed the Catskill Hospitality Institute dinners this fall and repositioning the events to dinners for specific groups.

Academic and Strategic Planning:

- P. Coombe
 - Reported
 - Work on the Strategic Plan continues. The draft mission and vision statement were sent to the board for input.
 - Strategic Plan should be completed by late April and approved by the Board in May.
 - Work on Middlestates continues. There will be a virtual Site Visit on September 20th.
 - Fall Schedule will offer as many seated options as possible.
 - Increasing Evening Classes, weekend Med Asst. classes and classes at the Narrowsburg Union.
 - SUNY Sullivan is working with the county on developing a CNA program.

Presidents Report:

- Jay Quaintance, President
 - Reported
 - Daycare is on track to open in June.
 - Early College High School in partnership with the Homestead is moving forward. Expect to have 7th and 8th graders this fall in Hurleyville.
 - Had a call with SUNY, Sullivan County and NYPA to discuss the critical maintenance project and upgrades. We have 4.9 Million dollars in state appropriation that will be available for match funds. The County is committed to these repairs and funding them through a NYPA loan.
 - Search for a Dean of Student Success and Workforce Development continues, there are three candidates that have moved to the final stage in the interview process.
 - The Wellness Committee is hosting a Litter Pluck in Narrowsburg in partnership with the Upper Delaware Council on April 24th. We are looking to attract students from all over the county and strengthen our presence in Narrowsburg as we begin to offer classes at the Union.
 - The Sullivan County Vaccine POD Continues in the Field House.
 - Chancellor Malatras will visit our campus tomorrow to see the Vaccine POD and meet with Students, Faculty, Staff and college leadership.

FEEDBACK TO THE PRESIDENT

M. Miralle, Student Trustee inquired about the Nursing Pinning Ceremony Date and Commencement.

J. Quaintance shared that we not yet received guidance from SUNY but we are planning an in-person ceremony the weekend of May 15th if we receive approval to do so.

EXECUTIVE SESSION

Motion by P. Guenther to enter into executive session to discuss pending litigation at 5:20pm, 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 |

Motion by T. Hamlin to resume regular session at 5:54pm, seconded by L. Holmes 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 P. Coombe to adjourn the meeting at 5:55pm, 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 | Michelle Miralle | yes |

Respectfully submitted,

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



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

RESOLUTION NUMBER #490-21

**RE: PROPOSAL FOR NAME CHANGE OF MEDIA
ARTS: DIGITAL STORYTELLING, AS DEGREE
PROGRAM**

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

WHEREAS: the Division of Liberal Arts, Sciences and Health Sciences recommends the name change of the Media Arts: Digital Storytelling, AS program to Media Arts, AS.

WHEREAS: the Curriculum Committee and the Faculty Council endorsed such name change of the Media Arts: Digital Storytelling, AS program to Media Arts, AS.

NOW, THEREFORE, BE IT RESOLVED that the Sullivan County Community College Board of Trustees approves the recommendation of the name change to Media Arts, AS.

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded for approval by the State University of New York Board of Trustees.

Certified as a true copy of the Resolution adopted by
the Sullivan County Community College Board of Trustees
at its meeting held on May 20, 2021.

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



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

RESOLUTION NUMBER #491-21

**RE: PROPOSAL FOR NAME CHANGE OF GREEN
BUILDING MAINTENANCE AND MANAGEMENT,
AAS DEGREE PROGRAM**

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

WHEREAS: the Division of Liberal Arts, Sciences and Health Sciences recommends the name change of the Green Building Maintenance and Management, AAS program to Green Building Technology, AAS.

WHEREAS: the Curriculum Committee and the Faculty Council endorsed such name change of the Green Building Maintenance and Management, AAS program to Green Building Technology, AAS.

NOW, THEREFORE BE IT RESOLVED, that the Sullivan County Community College Board of Trustees approves the recommendation of the name change to Green Building Technology, AAS.

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded for approval by the State University of New York Board of Trustees.

Certified as a true copy of the Resolution adopted by
the Sullivan County Community College Board of Trustees
at its meeting held on May 20, 2021.

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



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

RESOLUTION NUMBER #492-21

**RE: APPROVAL OF FISCAL YEARS 2021-2022
 OPERATING BUDGET**

WHEREAS: Sullivan County Community College has formulated its Fiscal Year 2021-2022 Operating Budget at a total of \$ 19,425,875 and

WHEREAS: said Operating Budget must be adopted by the Board of Trustees and forwarded to the County of Sullivan and the State of New York;

NOW, THEREFORE BE IT RESOLVED, that the Board of Trustees of Sullivan County Community College hereby adopts a Fiscal Year 2021-2022 Operating Budget of \$ 19,425,875 dated May 20, 2021 delineated as follows:

| REVENUE | | EXPENSE | |
|--------------------------------|-------------------|----------------------------------|-------------------|
| Tuition | 5,341,012 | Instructional | 3,847,204 |
| Out of State Tuition | 187,488 | Public Service | 16,500 |
| State Aid | 3,225,950 | Library & Information Technology | 496,489 |
| Chargeback | 1,495,935 | Student Services | 1,870,419 |
| Other Offsetting Revenue | 815,490 | Buildings and Grounds | 1,512,186 |
| Facility Use Fees | 60,000 | Administration | 1,921,879 |
| Sullivan County's Contribution | 4,300,000 | General Services | 858,698 |
| | | Employee Benefits | 3,505,000 |
| | | Post Employee Benefits | 1,397,500 |
| | | | |
| Total Unrestricted | 15,425,875 | Total Unrestricted | 15,425,875 |
| | | | |
| Restricted Revenue | 4,000,000 | Restricted Expenses | 4,000,000 |
| Total Restricted | 4,000,000 | Total Restricted | 4,000,000 |
| | | | |
| Total Budget Request | 19,425,875 | Total Budget Request | 19,425,875 |

BE IT FURTHER RESOLVED that certified copies of this Resolution are forwarded to the County of Sullivan and the State University of New York.

Certified as a true copy of the Resolution adopted by the Sullivan County Community College Board of Trustees at its meeting held on May 20, 2021.

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



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

RESOLUTION NUMBER #493-21

RE: Sponsor Services Included in the Fiscal Year 2021-2022 Operating Budget

WHEREAS: the Fiscal Year 2021-2022 Operating Budget Request of Sullivan County Community College includes appropriations totaling \$ 57, 743 for services rendered on behalf of Sullivan County Community College by its sponsor, the County of Sullivan; and

WHEREAS: the Board of Trustees of Sullivan County Community College must provide the State University of New York with a valuation and listing of said sponsor services;

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Sullivan County Community College hereby approves the following list and valuation of services to be provided by the County of Sullivan during Fiscal Year 2021-2022:

Workers' Compensation

| |
|---------|
| 57, 743 |
| |
| |
| |
| |
| 57, 743 |

TOTAL

BE IT FURTHER RESOLVED that certified copies of this Resolution be forwarded to the County of Sullivan and the State University of New York.

Certified as a true copy of the Resolution adopted by the Sullivan County Community College Board of Trustees at its meeting held on May 20, 2021

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