



# SUNY SULLIVAN

## **AGENDA – BOARD OF TRUSTEES MEETING**

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**SUNY Sullivan**

**Thursday, May 12, 2022 3:30pm**

**Farrow Family Foundation Board Room**

1. Call to Order
2. **Presentation of the Chancellor’s Awards & Athletic Recognition**
3. Action Items:
  - **Approval of March 17, 2022 Meeting Minutes**
  - **Approval of Resolution #502-22 Re: 2022/2023 Operating Budget**
  - **Approval of Resolution #503-22 Re: Sponsor Services**
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
7. Trustee’s Reports
  - Finance Committee Report
  - Infrastructure and Technology Management Report
  - Community Partnerships and Development Report
  - Academic and Workforce Development Report
  - Student Experience and Student Engagement
8. President’s Report to the Board
9. Feedback to the President
10. 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.*
11. Adjournment

**MINUTES**  
**MEETING OF THE SULLIVAN COUNTY COMMUNITY COLLEGE**  
**BOARD OF TRUSTEES**  
**Via Video Conference**  
**March 17, 2022**

**TUSTEES PRESENT:** N. Hackett, Chair, T. Hamlin, Vice Chair, P. Guenther, Treasurer, P.Adams, Board Secretary, L. Holmes, A. Kane, P. Coombe, S. Jaffe, S. Drobysh, N. Connal, Student Trustee

**ALSO PRESENT:** J. Quaintance, M.Singer , E. Davis, J. Wrage, R. Hanofee

This meeting was held via video conference and in-person. N. Hackett, S. Jaffe, A. Kane and S. Drobysh attended the meeting via video conference. T. Hamlin chaired the meeting and called the meeting to order at 3:33pm.

**2021 Financial Audit Presentation**

Joseph Heroux, Principal, The Bonadio Group presented the 2020- 2021 Audited Financial Statements. There were no material finings. J. Heroux thanked Kelly Baker and her team for all of their hard work.

P. Adams joined the meeting at 3:34pm  
N. Connal joined the meeting at 3:43pm.

**ACTION ITEMS:**

Approval of the 2020-2021 Financial Audit

**Motion by S. Drobysh to approve the 2020- 2021 Financial Audit, seconded by P. Guenther and passed.**

**Vote:**

Patricia Adams	yes	Theresa Hamlin	yes
Phyllis Coombe	yes	Lyman Holmes	yes
Steven Drobysh	yes	Susan Jaffe	yes
Paul Guenther	yes	Anthony Kane	yes
Nancy Hackett	yes	Nichole Connal	yes

P. Guenther stated that the current contract with The Bonadio Group has ended and the Finance Committee would like to put it out to bid. An RFP will go out to look for alternative firms.

**A consent agenda was presented to the Board and included approval of the following items,**

- **Approval of January 20, 2022 Minutes**
- **Approval of Board Policy: Policy Governing Policies**
- **Approval of Updated Board Policy 4.05 Conflict of Interest Policy**
- **Approval of Resolution #501-22 Re: Adoption of Tuition and Fee Schedule for Fiscal Year 2022-2023**

**P. Coombe made a motion to approve the consent agenda, seconded by P.Guenther. T. Hamlin opened the floor for discussion.**

T. Hamlin noted an error on page 6 of the January 20, 2022 meeting minutes in which S. Drobysh was marked absent when the board resumed regular session and adjourned the meeting.

J. Quaintance stated that the 22/23 Tuition and Fee schedule is the same as last year with one minor change. Education Law allows us to offer a discounted rate for some programs with scholarships. The high school rate has been increased to the in-county rate, this will allow us to bill at different tiers. We have signed an MOU with the Homestead CCHS and are working on creating two additional Early College High school programs, one in Fallsburg and one in Eldred. This new rate allows us to charge for college courses taught in high schools at different tiers. We will then be able to offset the cost of the new rate with scholarships.

**T. Hamlin, Chair asked for a motion to approve and accept the updated consent agenda to include the edits to the January 20, 2022 meeting minutes. Motion by P. Coombe to approve and accept the consent agenda, seconded by P. Guenther and passed.**

**Vote:**

Patricia Adams	yes	Theresa Hamlin	yes
Phyllis Coombe	yes	Lyman Holmes	yes
Steven Drobysh	yes	Susan Jaffe	yes
Paul Guenther	yes	Anthony Kane	yes
Nancy Hackett	yes	Nichole Connal	yes

### **Policy: Policy Governing Policies**

**Approved: March 2022**

#### **PURPOSE:**

Sullivan County Community College *aspires* to maintain a policy framework that best serves its mission and represents and supports excellence, ethics and compliance in all of its activities. The College seeks to enhance integrity, operational efficiencies, best practices, effective decision making and compliance across the College with laws and regulations. This policy describes and establishes the process and standards for developing, reviewing, approving, amending and repealing policies. This process also helps ensure that policies of the Board are developed and adopted in a prescribed manner and are accessible and understandable by members of the College community.

#### **SCOPE :**

This policy is effective throughout the College.

#### **DEFINITION:**

Policy: A policy adopted by the Board of Trustees is a statement of management philosophy and direction established to provide guidance and assistance to the College community in the conduct of College affairs and is applicable to the operation of the institution.

#### **POLICY:**

The Board recognizes that adoption of written policies constitutes the basic method by which the Board establishes the governance and expresses its leadership, as established in legal and regulatory statutes of the state. Policies may be proposed for adoption, amendment, or repeal by the Board of Trustees at any regular or special Board meeting. Policies may originate from resolutions presented to the Board, on

behalf of the Campus, by the President. Any resolution presented for the Board's consideration will have been developed after consultation with the appropriate institutional constituency. Resolutions pertaining to academic programs and curriculum shall be recommended by the faculty to the President and developed into resolutions to the Board for possible policy development. Such recommendations to the Board will comply with the provisions of 8NYCRR Parts 604 and 605.

The Board delegates to the President the responsibility and authority to establish any and all administrative rules, regulations, and/or procedures necessary to implement and maintain its policies.

The President shall be responsible for codification of all policies in a singular policy manual.

The President or his/her designee is responsible for facilitating development and revision of Board policies to include the following items:

- A. periodic review and evaluation of all current Board policies;
- B. preparation of resolutions, as determined by the President to be needed, for presentation to the Board for possible establishment of policies;
- C. consultation with appropriate College constituencies; and
- D. presentation of a proposed policy in draft form, as directed by the Board, for consideration prior to action.

Once a proposed policy has been drafted, it will be placed on the Board's agenda for a first reading, giving all Trustees an opportunity to comment on the proposed policy. The President or his/her designee will certify, at the time of a first reading of any proposed action to adopt, amend or repeal a policy, that it has been reviewed by the President and submitted for consultation to the appropriate constituencies within the College prior to submission to the Board.

In the event that the Board requests initial or further consultation with Campus constituencies, the Board will establish a schedule for receiving comment on the issue under consideration that provides for timely review and final action. The Board retains the authority to enact a policy following the first reading only in necessary and exigent circumstances by majority vote of the entire Board.

If a draft policy is acceptable, or if not acted upon out of necessity after the first reading, the draft policy will be placed on the Board's agenda for a second reading at which time the Board of Trustees will act to adopt, amend or repeal said policy.

The adoption, amendment, or repeal of a policy requires a majority vote of the entire Board of Trustees. Upon the formal adoption of a policy by the Board of Trustees, such policy shall become an official College policy, binding on the operation of the College. The official Board of Trustees' policy manual shall be kept in the Office of the President. A copy of the Board's policy manual shall also be posted on the Board of Trustees page of the College's website.

### **Policy: Conflict of Interest Policy**

**Policy No: 4.05**

**Approved: March 2006**

**Revised: April 2014, March 2022**

#### **Definitions**

**Conflict of interest** — any interest, financial or otherwise, direct or indirect; participation in any business, transaction or professional activity; or incurring of any obligation of any nature, which is or appears to be in substantial conflict with the proper discharge of an employee's duties in the public interest. A conflict of interest is also any financial interest that will, or may be reasonably expected to, bias the design, conduct or reporting of sponsored research.

#### **Ethics and Conflict of Interest Policy**

During the service to the College, the varied interests and backgrounds of the Board members, officers, faculty and staff, may result in situations involving a dual interest which might be interpreted as a conflict of interest. Service should not be rendered impossible solely by reasons of duality of interest or possible conflict of interest. Service to the College nevertheless carries with it a requirement of loyalty,

and fidelity to SCCC, and with those the responsibility to carry out the business of the College economically and honestly, exercising the best skills and judgment for the benefit of the College. The avoidance of actions which could conflict with the proper duties and responsibilities is highly advisable. The proper performance of official duties sets an example for the students and inspires public trust and confidence in the Board, the College and its administration, faculty and staff.

No employee of the College or Board of Trustee member shall receive a direct or indirect pecuniary or material benefit as a result of a contract with the College or perform any act which is in substantial conflict with the proper discharge of duties and responsibilities. It shall be the obligation of the Board member and employee of the College to inform the Chair of the Board and President of the College respectively of any personal interest which he/she may have in any business transaction of the College which is in conflict with the proper discharge of duties in the public interest. No Board member or employee of the College shall use his/her position to get privileges for himself or herself or others, or to give the impression that he/she could be influenced to do so. Nothing herein shall be deemed to preclude conduct authorized by Article VIII A of the Sullivan County Code.

College Faculty and staff may not engage in other employment which interferes with the performance of their professional obligation. Trustees, Faculty and staff, to the extent required by law or regulation, shall disclose at minimum whether they (and their spouses and dependent children) have employment or financial interests or hold significant offices, in external organizations that may affect, or appear to affect, the discharge of professional obligations to the College. Failure of any Board member or College employee to conform with the above policy subjects him or her to sanctions under policies of the Board of Trustees and/or the laws of the County of Sullivan and the State of New York.

**Resolution Number #501-22**

**RE: Adoption of Tuition and Fee Schedule for Fiscal Year 2022- 2023**

**WHEREAS:** the Administration of the College has formulated a tuition and fee schedule for Fiscal Year 2022-2023 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 2022-2023 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 2022-2023, 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.

# SUNY Sullivan Fall and Spring 2022-2023 Tuition and Fee Schedule

## Tuition

I	<b>New York State residents of the sponsorship area and non-residents of the sponsorship area who present a valid certificate of residence</b>			
a.	<b>Full Time (12 credits and over)</b>	<b>2022-2023</b>	<b>2021-2022</b>	<b>2020-2021</b>
	Per Year	\$5,208.00	\$5,208.00	\$5,208.00
b.	<b>Part Time (1-11 credits)</b>			
	Per Credit	\$217.00	\$217.00	\$217.00
II	<b>New York State residents who do not present a valid certificate of residence</b>			
a.	<b>Full Time</b>	<b>2022-2023</b>	<b>2021-2022</b>	<b>2020-2021</b>
	Per Year	\$10,416.00	\$10,416.00	\$10,416.00
b.	<b>Part Time</b>			
	Per Credit	\$434.00	\$434.00	\$434.00
III	<b>Non-New York State Residents:</b>			
a.	<b>Full Time</b>	<b>2022-2023</b>	<b>2021-2022</b>	<b>2020-2021</b>
	Per Year	\$10,416.00	\$10,416.00	\$10,416.00
b.	<b>Part Time</b>			
	Per Credit	\$434.00	\$434.00	\$434.00
IV	<b>High School Students, 24 Credit Hour Program, and Early Admits</b>			
a.	<b>New York State residents of the sponsorship area and non-residents of the sponsorship area who present a valid certificate of residence</b>	<b>2022-2023</b>	<b>2021-2022</b>	<b>2020-2021</b>
	Per Credit	\$217.00	\$73.00	\$73.00
b.	<b>New York State residents do not present a valid certificate of residence</b>			
	Per Credit	\$434.00	\$146.00	\$146.00
c.	<b>Non-New York State Residents:</b>			
	Per Credit	\$434.00	\$146.00	\$146.00
V.	<b>Correctional Facility Students (Courses offered at the Sullivan Correctional Facility through Hudson Link for Higher Education in Prison) Tuition</b>			
	<b>Pro-rated per number of students per course as follows:</b>			
	1. Minimum number of 15 students per course: \$84.00 per credit (or \$252 for a typical 3-credit course; \$336 for a 4-credit course)			
	2. Minimum number of 18 students per course: \$72.00 per credit (or \$216 for a typical 3-credit course; \$288 for a 4-credit course)			
	3. Minimum number of 22 students per course: \$62.00 per credit (or \$186 for a typical 3-credit course; \$248 for a 4-credit course)			

### Meal Plans Provided By American Dining

**2022-23 Academic Year Resident Meal Plan Rates**

- 16 meals per week: \$2,000/semester. Actual daily rate: \$18.18
- 19 meals per week: \$2,400/semester. Actual daily rate: \$21.81

Note: 16 meal plan per week is the default plan if no plan is chosen for Lazarus L. Levine Residents Hall Residents only

**2022-23 Academic Year Commuter Meal Plan Rates**

- 10 meals per week: \$1,200/semester. Actual Daily Rate: \$10.90
- 8 meals per week: \$1,000/semester. Actual daily rate: \$9.90
- 5 meals per week: \$700/semester. Actual daily rate: \$6.36
- 5 meals per week (Faculty/Staff Only): \$500/semester. Actual daily rate: \$4.54

**Student Fees**

		<b>2022-2023</b>	<b>2021-2022</b>	<b>2020-2021</b>
a.	<b>Freshman Seminar</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
b.	<b>International Student Fee per semester</b>	<b>\$500.00</b>	<b>\$500.00</b>	<b>\$500.00</b>
c.	<b>Technology Fee</b>			
	<b>Full Time Per Semester</b>	<b>\$240.00</b>	<b>\$240.00</b>	<b>\$240.00</b>
	<b>Part Time Per Semester</b>	<b>\$20.00 per Credit</b>	<b>\$20.00 per Credit</b>	<b>\$15.00 per Credit</b>
d.	<b>Learning Support Fee</b>			
	<b>Full Time Per Semester</b>	<b>\$60.00</b>	<b>\$60.00</b>	<b>\$60.00</b>
	<b>Part Time Per Semester</b>	<b>\$5.00 per Credit</b>	<b>\$5.00 per Credit</b>	<b>\$5.00 per Credit</b>
e.	<b>General Activity Fee</b>			
	<b>Full Time Per Semester</b>	<b>\$156.00</b>	<b>\$156.00</b>	<b>\$156.00</b>
	<b>Part Time Per Semester</b>	<b>\$13.00 per Credit</b>	<b>\$13.00 per Credit</b>	<b>\$13.00 per Credit</b>
f.	<b>Liability Fee</b>	<b>\$15.00</b>	<b>\$15.00</b>	<b>\$15.00</b>
	<b>PT/ Per credit</b>	<b>\$1.25</b>	<b>\$1.25</b>	<b>\$1.25</b>
g.	<b>Online Courses</b>			
	<b>Per Credit</b>	<b>\$25.00</b>	<b>\$25.00</b>	<b>\$25.00</b>

h.	<b>Graduation Fee</b>	<b>\$50.00</b>	<b>\$50.00</b>	<b>\$50.00</b>
i.	<b>Field Trips and Other Course Fees-as indicated on the course schedule</b>	<b>Charge according to program, not per course.</b>	<b>Charge according to program, not per course.</b>	<b>Charge according to program, not per course.</b>

**NON-CREDIT CLASSES**

All programs must be self-sustaining; it is recommended that all courses have a minimum rate of \$30.00 to a maximum rate of \$2,000.00 per course to allow for flexible planning and accurate costing.

There is currently no application fee

**ADMINISTRATIVE FEES**

	<b>2022-2023</b>	<b>2021-2022</b>	<b>2020-2021</b>	
a.	<b>Returned Check Fee</b>	<b>\$50.00</b>	<b>\$50.00</b>	<b>\$50.00</b>
b.	<b>Late Payment Fee</b>	<b>\$50.00</b>	<b>\$50.00</b>	<b>\$50.00</b>
c.	<b>FACTS Tuition Payment Plan</b>			
	<b>Full 1 time payment</b>	<b>(\$1.00) set by Nelnet</b>	<b>(\$1.00) set by Nelnet</b>	<b>(\$1.00) set by Nelnet</b>
	<b>Multi Payment Plan Per Semester</b>	<b>(\$35.00) set by Nelnet</b>	<b>(\$35.00) set by Nelnet</b>	<b>(\$35.00) set by Nelnet</b>
d.	<b>Transcript</b>			
	<b>Academic</b>	<b>\$7.50</b>	<b>\$7.50</b>	<b>\$7.50</b>
	<b>1st copy is free</b>			
e.	<b>Financial Aid</b>	<b>No Charge</b>	<b>No Charge</b>	<b>No Charge</b>
f.	<b>Credit by Examination or Evaluation</b>			
	<b>Each</b>	<b>\$40 Per Credit Hour</b>	<b>\$40 Per Credit Hour</b>	<b>\$40 Per Credit Hour</b>
g.	<b>Immunization Record</b>	<b>\$10.00</b>	<b>\$10.00</b>	<b>\$10.00</b>
h.	<b>ID Card Replacement Fee</b>	<b>\$10.00</b>	<b>\$10.00</b>	<b>\$10.00</b>
i.	<b>Fee for Health Services</b>			
	<b>Per Semester</b>			
	<b>Resident Hall Students</b>	<b>\$54.00</b>	<b>\$54.00</b>	<b>\$55.00</b>
	<b>FT Non Resident Hall Students</b>	<b>\$54.00</b>	<b>\$54.00</b>	<b>\$55.00</b>
	<b>PT Non Resident Hall Students</b>	<b>\$4.50/ credit</b>	<b>\$4.50/ per credit</b>	<b>\$4.50/ per credit</b>

**LIBRARY FEES**

a.	<b>Library Card Fee for non-students</b>			
		<b>2022-2023</b>	<b>2021-2022</b>	<b>2020-2021</b>
		<b>\$10.00</b>	<b>\$10.00</b>	<b>\$10.00</b>



b.	<b>Lost Book Fee</b>	<b>Cost of the replacement book</b>	<b>Cost of the replacement book</b>	<b>Cost of the replacement book</b>
c.	<b>Request for Information Copy Per Page</b>	<b>\$0.25</b>	<b>\$0.25</b>	<b>\$0.25</b>
d.	<b>Request for Information on Disc</b>	<b>\$5.00 Plus \$.25 per page</b>	<b>\$5.00 Plus \$.25 per page</b>	<b>\$5.00 Plus \$.25 per page</b>
<b>Tobacco Policy Violation Fee</b>				
<b>\$25-\$200 Per occurrence; does not reset with term or year</b>				
<b>\$25 - 1st violation; \$50 - 2nd violation; \$100 - 3rd violation; \$200 - 4th and additional violations</b>				

**OTHER FEES**

	<b>2022-2023</b>	<b>2021-2022</b>	<b>2020-2021</b>	
a.	<b>Non-Student Computer Lab Fee Per Hour</b>	<b>\$5.00</b>	<b>\$5.00</b>	<b>\$5.00</b>
b.	<b>Parking and Transportation Fee Per year</b>	<b>\$25.00</b>	<b>\$25.00</b>	<b>\$50.00</b>

# SUNY Sullivan Winter & Summer 2022-2023 Tuition and Fee Schedule

## Tuition

I	<b>New York State residents of the sponsorship area and non-residents of the sponsorship area who present a valid certificate of residence</b>			
	<b>Winter &amp; Summer</b>	<b>2022-2023</b>	<b>2021-2022</b>	<b>2020-2021</b>
	a. <b>Part Time (1-11 credits)</b>			
	<b>Per Credit</b>	\$145.00	\$145.00	\$163.00
II	<b>New York State residents who do not present a valid certificate of residence</b>			
	<b>Winter &amp; Summer</b>	<b>2022-2023</b>	<b>2021-2022</b>	<b>2019-2020</b>
	a. <b>Part Time</b>			
	<b>Per Credit</b>	\$290.00	\$290.00	\$326.00
III	<b>Non-New York State Residents:</b>			
	<b>Winter &amp; Summer</b>	<b>2022-2023</b>	<b>2021-2022</b>	<b>2019-2020</b>
	a. <b>Part Time</b>			
	<b>Per Credit</b>	\$290.00	\$290.00	\$326.00
V.	<b>Correctional Facility Students (Courses offered at the Sullivan Correctional Facility through Hudson Link for Higher Education in Prison) Tuition Pro-rated per number of students per course as follows:</b>			
	1. Minimum number of 15 students per course: \$84.00 per credit (or \$252 for a typical 3-credit course; \$336 for a 4-credit course)			
	2. Minimum number of 18 students per course: \$72.00 per credit (or \$216 for a typical 3-credit course; \$288 for a 4-credit course)			
	3. Minimum number of 22 students per course: \$62.00 per credit (or \$186 for a typical 3-credit course; \$248 for a 4-credit course)			

## Student Fees

		<b>2022-2023</b>	<b>2021-2022</b>	<b>2020-2021</b>
c.	<b>Technology Fee</b>			
	<b>Full Time</b>			
	<b>Per Semester</b>			
	<b>Part Time</b>			
	<b>Per Semester</b>			
d.	<b>Learning Support Fee</b>			
	<b>Full Time</b>			
	<b>Per Semester</b>			
	<b>Part Time</b>			
	<b>Per Semester</b>			
f.	<b>Online Courses</b>			

	Per Credit	\$25.00	\$25.00	\$25.00
h.	Field Trips and Other Course Fees-as indicated on the course schedule	Charge according to program, not per course.	Charge according to program, not per course.	Charge according to program, not per course.
<b>NON-CREDIT CLASSES</b>				
All programs must be self-sustaining; it is recommended that all courses have a minimum rate of \$30.00 to a maximum rate of \$2,000.00 per course to allow for flexible planning and accurate costing.				
There is currently no application fee				
<b>ADMINISTRATIVE FEES</b>				
		2022-2023	2021-2022	2020-2021
a.	Returned Check Fee	\$50.00	\$50.00	\$50.00
b.	Late Payment Fee	\$50.00	\$50.00	\$50.00
c.	FACTS Tuition Payment Plan			
	Full 1 time payment	(\$1.00) set by Nelnet	(\$1.00) set by Nelnet	(\$1.00) set by Nelnet
	Multi Payment Plan Per Semester	(\$35.00) set by Nelnet	(\$35.00) set by Nelnet	(\$35.00) set by Nelnet
d.	Transcript			
	Academic	\$7.50	\$7.50	\$7.50
	1st copy is free			
e.	Financial Aid	No Charge	No Charge	No Charge
f.	Credit by Examination or Evaluation			
	Each	\$40 Per Credit Hour	\$40 Per Credit Hour	\$40 Per Credit Hour
g.	Immunization Record	\$10.00	\$10.00	\$10.00
h.	ID Card Replacement Fee	\$10.00	\$10.00	\$10.00
i.	Fee for Health Services			
	Per Semester			
	Resident Hall Students			
	FT Non Resident Hall Students			
	PT Non Resident Hall Students			
<b>LIBRARY FEES</b>				
a.	Library Card Fee for non-students	2022-2023	2021-2022	2020-2021
		\$10.00	\$10.00	\$10.00
b.	Lost Book Fee	Cost of the replacement book	Cost of the replacement book	Cost of the replacement book
c.	Request for Information Copy			
	Per Page	\$0.25	\$0.25	\$0.25
			2020-2021 Draft	



## **COMMUNITY AND PUBLIC FEEDBACK**

K. Walter stated that the zoom link should be posted in the agenda.

## **FACULTY COUNCIL REPRESENTATIVE TO THE BOARD REPORT**

- Anne Ruskiewicz , reported:
  - The next BOT meeting is after commencement, the board may want to consider moving it up.
  - MSCHE work continues
  - The Faculty Council created a bylaws ad hoc committee and they are working to update and revise the bylaws.

## **CHAIRMAN'S REPORT**

- Dr. Hackett attended via zoom. There was no report.

## **TRUSTEE REPORTS:**

- Finance Committee Report
  - P. Guenther reported,
    - The Committee met on Tuesday and reviewed the draft 21/22 Audited Financial Statements and the proposed Tuition and Fee schedule.
- Infrastructure and Technology Management Report
  - P. Adams, reported
    - The sustainability committee is working hard on MSCHE Institutional Priority. Larry Reeger, Grace Calloro, Tom Martin and Gregg Erickson are working on identifying how we infuse Sustainability across academic programs and where we still need to.
    - J. Quaintance stated that the energy savings work continues across campus.
- Community Partnerships and Development
  - L, Holmes reported,
    - The Creamery project is on hold as Jay has requested additional information from them.
    - The EMT Program started with 28 students enrolled.
    - Discussions regarding a tech campus being built in the town of Bethel continue with Kenny Rosenblatt from Arkadium. Mr. Rosenblatt has another business called Holistic Enterprises in which they grow medical cannabis and are looking to grow and process in the town of Liberty. They are interested in partnering with the college as a workforce development initiative.
    - Eleanor is working on reengaging the alumni and preliminary goals for the Foundation Board.
    - Community Learning Classes continue.
    - The College is participating in the NYS DOT Adopt a Highway program and will be adopting a 2 miles stretch on Rt 52.
    - The Sustainability committee is planning an earth day event that will include many community organizations and local LPP students.
    - There's a gentleman who is interested in partnering with the college to offer a CDL driving program.

- Academic and Workforce Development
  - T. Hamlin reported,
    - Larry Reeger presented to the group at the last meeting regarding infusing sustainability in academics and student life.
    - CNA program will begin in April
    - Staff and Faculty will participate in a Guided Pathways summer institute
- Student Experience and Student Engagement:
  - Nichole Connal reported,
    - The SGA cultural fashion show will be held in April
    - There is a Dance Planned
    - Students have been participating in other campus events such as celebrating the Men's Basketball team, Karaoke and Vegan Taco Day

J. Quaintance reported that the SUNY Sullivan Food Pantry is now a part of the Hudson Valley Food Bank.

**Presidents Report:**

- Jay Quaintance, President
  - Reported
    - Enrollment:  
2022 Spring Enrollment is at 338 FTE. 2021 Spring Enrollment was 344 FTE. We are up in headcount currently at 1,119 students and believe this is due to an increase in high school enrollment and the prison program being back.
    - We are working on creating an MOU with Fallsburg and Eldred to start a Early College Program there. This will require a substantive change application to be submitted to MSCHE.
    - Budget development is underway. We are looking at enrollment projections, county graduate numbers and how we can grow enrollment in specific programs.
    - The Men's Basketball team is at the national tournament and if they win they'll have a chance to play in the championship game.
    - The Faculty Council bylaw updates are important for not only Middlestates but the institution as well.
    - The proposed state budget includes that state aid will be equal to or greater than what we received last year.
    - Cares Act, HEERF Funds plan is being developed to pay down student bills.
    - American Dining issue with meal plans has been resolved. Dining services were not available during the weekend, students were getting premade meals in advance. Many students spoke out about being unhappy; we met with AD to resolve the issue and offer hours during the weekend.

**FEEDBACK TO THE PRESIDENT:**

P. Adams shared that she is looking forward to the upcoming Foundation Board Meeting.

**EXECUTIVE SESSION**

**Motion by P. Adams to enter into executive session to discuss ongoing litigation and a personnel matter at 5:04pm, seconded by T. Hamlin and passed.**

Vote:	Patricia Adams	yes	Theresa Hamlin	yes
	Phyllis Coombe	yes	Lyman Holmes	yes
	Steven Drobysh	yes	Susan Jaffe	yes
	Paul Guenther	yes	Anthony Kane	yes
	Nancy Hackett	yes	Nichole Connal	yes

**Motion by S.Drobysh to resume regular session at 5:27pm, seconded by S. Jaffe and passed.**

Vote:	Patricia Adams	yes	Theresa Hamlin	yes
	Phyllis Coombe	yes	Lyman Holmes	yes
	Steven Drobysh	yes	Susan Jaffe	yes
	Paul Guenther	yes	Anthony Kane	yes
	Nancy Hackett	yes	Nichole Connal	yes

**ADJOURNMENT**

**Motion by A. Kane to adjourn the meeting at 5:29pm, seconded by S. Drobysh and passed.**

Vote:	Patricia Adams	yes	Theresa Hamlin	yes
	Phyllis Coombe	yes	Lyman Holmes	yes
	Steven Drobysh	yes	Susan Jaffe	yes
	Paul Guenther	yes	Anthony Kane	yes
	Nancy Hackett	yes	Nichole Connal	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 #502-22**

**RE: APPROVAL OF FISCAL YEARS 2022-2023  
 OPERATING BUDGET**

**WHEREAS:** Sullivan County Community College has formulated its Fiscal Year 2022-2023 Operating Budget at a total of \$ 17,734,474 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 2022-2023 Operating Budget of \$ 17,734,474 dated May 12, 2022 delineated as follows:

REVENUE		EXPENSE	
Tuition	5,067,384	Instructional	4,175,408
Out of State Tuition	124,992	Public Service	27,750
State Aid	3,279,898	Library & Information Technology	615,401
Chargeback	1,435,200	Student Services	2,020,754
Other Offsetting Revenue	1,938,593	Buildings and Grounds	1,520,898
Facility Use Fees	55,000	Administration	1,962,832
Sullivan County's Contribution	4,300,000	General Services	974,741
		Employee Benefits	3,473,284
		Post Employee Benefits	1,430,000
<b>Total Unrestricted</b>	<b>16,201,067</b>	<b>Total Unrestricted</b>	<b>16,201,067</b>
Restricted Revenue	1,533,407	Restricted Expenses	1,533,407
<b>Total Restricted</b>	<b>1,533,407</b>	<b>Total Restricted</b>	<b>1,533,407</b>
<b>Total Budget Request</b>	<b>17,734,474</b>	<b>Total Budget Request</b>	<b>17,734,474</b>

**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 12, 2022.

\_\_\_\_\_  
 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  
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**RESOLUTION NUMBER #503-22**

**RE: Sponsor Services Included in the Fiscal Year 2022-2023 Operating Budget**

**WHEREAS:** the Fiscal Year 2022-2023 Operating Budget Request of Sullivan County Community College includes appropriations totaling \$ 48,163 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 2022-2023:

Workers' Compensation

48,163
48,163

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 12,2022.

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