



SUNY SULLIVAN

AGENDA – BOARD OF TRUSTEES MEETING

SUNY Sullivan

Thursday, July 21, 2022 3:30pm

Farrow Family Foundation Board and Conference Room

1. Call to Order
2. **Action Items:**
 - **Election of the Slate of Officers**
 - **Approval of May 12, 2022 Minutes**
 - **Approval of June 21, 2022 Special Meeting Minutes**
 - **Approval of Resolution # 504-22 Approval of Promotions 2021-2022**
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.
4. Faculty Council Representative to the Board Report
5. Chairman's Report
6. President's Report to the Board
7. Feedback to the President
8. 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.
9. Adjournment

MINUTES
MEETING OF THE SULLIVAN COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES
FARROW FAMILY FOUNDATION BOARD ROOM
May 12, 2022

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

ABSENT: S. Jaffe

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

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

N. Hackett presented Barbara Bruno with an Athletics Award for NJCAA Region XV Tournament Most Valuable Player.

N. Connal joined the meeting at 3:37pm.

P. Adams joined the meeting at 3:39pm

N. Hackett presented the following Chancellor Award Winners,
Chancellor's Award for Excellence in Teaching- Dr. Daneryl Weber
Chancellor's Award for Excellence in Adjunct Teaching- Jeanine Nielsen
Chancellor's Award for Excellence in Classified Service- Robert Psarudakis
Chancellor's Award for Student Excellence- Nichole Connal

Not present, Brent Wilson, who was awarded the Chancellor's Award for Excellence in Professional Service.

ACTION ITEMS:

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

- **Approval of March 17, 2022 Minutes**
- **Approval of Resolution #502-22 Re: 2022/2023 Operating Budget**
- **Approval of Resolution #503-22 Re: Sponsor Services**

S. Drobysh made a motion to approve the consent agenda, seconded by T. Hamlin. There was no discussion, the consent agenda was voted on and approved.

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
Total Unrestricted	16,201,067	Total Unrestricted	16,201,067
Restricted Revenue	1,533,407	Restricted Expenses	1,533,407
Total Restricted	1,533,407	Total Restricted	1,533,407
Total Budget Request	17,734,474	Total Budget Request	17,734,474

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

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
Total:	48,163

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

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	Nichole Connal	yes

COMMUNITY AND PUBLIC FEEDBACK

There was no public comment.

FACULTY COUNCIL REPRESENTATIVE TO THE BOARD REPORT

- Anne Ruskiewicz , reported:
 - Everyone is looking forward to the in-person commencement on Saturday.
 - The updated Faculty Council bylaws were presented and approved. The new bylaws include more faculty vote.

- MSCHE work continues
- Guided pathways work continues
- The FC approved new leadership for the upcoming academic year,
 - Chana Epstein, Chair
 - Simon Clement, Vice Chair
 - Kenneth Luck, Secretary
 - Jessica Lopez- Barkl, Parliamentarian

CHAIRMAN'S REPORT

- Dr. Hackett expressed gratitude towards faculty and staff for a successful academic year.

TRUSTEE REPORTS:

- Finance Committee Report
 - P. Guenther reported,
 - The Committee met on Tuesday and reviewed the draft 22/23 Operating Budget
 - This year's budget totals 15.4 million as opposed to 17.7 million
 - The county contribution of 4.3 million remains the same
 - Concerned with the cost of post employee benefits, which totals 1. 4million dollars. The college would see significant savings if more retirees would switch to Aetna.

J. Quaintance reported that enrollment is currently slightly up in AAFTE from this time last year, however head count is down. This means that more students are enrolling full time. Other colleges are reporting that they are down 20% and higher.

Through the "Promise Scholarship" we hope to boost enrollment. 2022 Graduates who have a gpa of 70 or higher are eligible for free tuition and fees through this county sponsored scholarship.

Applications are at the highest point since 2016.

- 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 have developed a plan of how sustainability can be infused across academic programs and the college as a whole.
 - The working group met on April 25th and reported,
 - The window replacement is delayed due to supply issues
 - Discussion of roadway repairs needed throughout campus
 - 4- EV Charging stations will be installed next week
 - Discussions regarding building a Labyrinth on campus continue
 - The gmail 2-step Verification has been implemented
 - Discussions continue with the Foundation Board regarding updating the Grossinger Dining Room.
- Community Partnerships and Development
 - L, Holmes reported,
 - We met on April 25th
 - The Sullivan Promise Scholarship is being funded by Sullivan County for SC students who graduate this year. The county has committed \$300,000

for this year. This will be a last dollar scholarship and will cover tuition and fees.

- The sustainability committee is hosted Earth Day on Wednesday, April 25th which included many community organizations such as, Catskill Mountainkeeper, Sullivan Renaissance, Friends of the Upper Delaware River, Sullivan County Audubon and more. Liberty Partnership Program students from Liberty and Monticello attended as well as the CCHS students.
 - Our first litter pluck was on Friday, April 27th and participation was great!
 - Community learning classes continue. A QPR Training was held on campus on May 4th and offered by Sullivan 180. The Nutrition and Wellness classes continue.
 - Eleanor reported out about the recent Foundation Board meeting. They reviewed the campus masterplan and discussed taking on some smaller projects before doing a big capital campaign. The board is interested in a face lift in the Grossingers Dining Room and an outdoor pavilion or upgrading the shed by the farm to include an outdoor kitchen. The bigger project they'd like to consider is upgrading the courtyard and the entrance into the E building.
 - We received final approval for the carpentry program.
 - There is a SUNY grant for cannabis production. Conversations with Kenny Rossenblatt from Holistic continue.
 - The creamery project is still on hold. Jay received the updated financial statements but will have a follow up meeting with Issac.
 - The Kite festival was cancelled due to the weather however Discovery SUNY Sullivan day and the Fisher-Healy Film Festival and Art show still ran.
- Academic and Workforce Development
 - T. Hamlin reported,
 - The group met on April 28th
 - Working with the Culinary program to develop micro-credentials and to make the program align with guided pathways
 - A career coach and ESL Specialist have been hired through the Perkins grant.
 - Working with the SCVA on a workforce development grant.
 - A new EMT class will begin this summer.
 - CNA program did not run due to no students enrolling.
 - The nursing reaccreditation is complete and the recommendations will be implemented.
 - The carpentry program was approved by SUNY & SED, we are working on an articulation agreement with Alfred State College.
 - Jen Wrage is working on a Cannabis Workforce Grant with HVEC
- Student Experience and Student Engagement:
 - Nichole Connal reported,
 - Student Activities and the SGA supported various successful events on campus including,
 - Cultural Fashion Show
 - Movie Night

- Cap & Gown Decorating

A new student trustee and a new VP of the SGA have been elected for next semester.

J. Quaintance, expressed gratitude to Nichole Connal for being an outstanding Student Trustee.

Presidents Report:

- Jay Quaintance, President
 - Reported
 - MSCHE work continues. Working groups are compiling evidence and beginning their write up for the self study.
 - Dani Weber will serve as the writer for the self study so that the tone is consistent throughout the document
 - Draft Self Study is due by October 7th
 - Monday, October 24th will be the preliminary visit from the MSCHE Team Chair

FEEDBACK TO THE PRESIDENT:

There was not feedback.

EXECUTIVE SESSION

Motion by P. Coombe to enter into executive session to discuss a legal matter at 4:36pm, 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	Nichole Connal	yes

Motion by S.Drobysh to resume regular session at 4:55pm, 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	Nichole Connal	yes

ADJOURNMENT

Motion by P. Guenther to adjourn the meeting at 5:01pm, 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	Nichole Connal	yes

Respectfully submitted,

P. Adams

Secretary to the Sullivan County Community College Board Trustees

Recorded by M. Caycho

DRAFT

**MINUTES
SPECIAL MEETING OF THE SULLIVAN COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES
VIA VIDEO CONFERENCE
June 21, 2022**

TUSTEES PRESENT: N. Hackett, Chair, P. Guenther, Treasurer, P.Adams, Board Secretary, S. Drobysh, S. Jaffe

ABSENT: T. Hamlin, L. Holmes, A. Kane, P. Coombe

ALSO PRESENT: J. Quaintance

N. Hackett called the meeting to order at 3:36pm.

ACTION ITEMS:

P. Guenther made a motion to approve Resolution #504-22 Approval of RFP Award for Financial Audit, seconded by P. Adams.

N. Hackett opened the floor for discussion.

P. Guenther stated that the finance committee reviewed each of the bids that came in and discussed pros and cons of each firm. Everyone agreed that RBT was the best choice as it is a local firm, the cost is consistent year to year and cheaper than Bonadio has been.

The board voted and unanimously approved Resolution #504-22 Approval of RFP Award for Financial Audit.

Vote:

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

EXECUTIVE SESSION

N. Hackett asked for a motion to go into executive session to discuss a contractual issue.

Motion by P. Guenther to enter into executive session to discuss a contractual issue at 3:39pm, seconded by S. Jaffe and passed.

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

Motion by S.Drobysh to resume regular session at 3:56pm, seconded by S. Jaffe and passed.

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

ADJOURNMENT

Motion by S. Jaffe to adjourn the meeting at 3:58pm, seconded by P. Adams and passed.

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

Respectfully submitted,

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