



SUNY SULLIVAN

AGENDA – BOARD OF TRUSTEES MEETING

SUNY Sullivan

Thursday, March 18, 2021 3:30pm

Via Video Conference

1. Call to Order
2. A moment of silence in remembrance of James Sammann
3. 2019- 2020 Financial Audit Presentation- Joseph Heroux, The Bonadio Group
4. **Action Items:**
 - **Approval of the 2019-2020 Financial Audit**
 - **Approval of January 26, 2021 Meeting Minutes**
 - **Approval of Resolution #489-21 Re: 2021/2022 Tuition and Fee Schedule**
 - **Adoption of Board Policy 1.04 Gender Neutral Bathrooms**
5. 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, March 17th to register.
6. Staff Presentation- Alcoholism and Drug Abuse Counseling, AAS Degree- Jennifer King, LCSW, CASAC, Director of Learning and Student Development Services
7. Faculty Council Representative to the Board Report
8. Chairman's Report
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
January 28, 2021

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

ABSENT WAS: L. Holmes

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 3:34 pm.

J. Heroux presented the 19/20 Draft Audited Financial Statements to the Board.

S. Drobysh joined the meeting at 3:48pm.

N. Hackett bumped the Faculty Presentation up in the agenda due to time restrictions.

PRESENTATIONS:

D. Weber and Dr. L. Crockett presented on The Hudson Link Prison Program.

ACTION ITEMS:

APPROVAL OF 2019-2020 AUDITED FINANCIAL STATEMENTS

N. Hackett tabled the vote until the Final Audited Financial Statements are available for the Board.

APPROVAL OF MINUTES OF NOVEMBER 19, 2020 MEETING

Motion by S. Drobysh to approve the Minutes of the September 22, 2020 Meeting, seconded by P. Guenther and passed.

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

COMMUNITY AND PUBLIC FEEDBACK

There was no public comment.

FACULTY COUNCIL REPRESENTATIVE TO THE BOARD REPORT

- Anne Ruskiewicz
 - Reported
 - Faculty Council met on January 26th
 - The updated Academic Calendar was approved. The proposed Academic Calendars for 21/22 and 22/23 were postponed until the next FC meeting in February. The concerns are with the post labor day start date which leads to a three day final exam period.
 - Draft ILO's were reviewed.
 - Faculty are looking forward to getting back to campus and in the classrooms.

CHAIRMAN'S REPORT

- Chairman Hackett
 - Reported
 - The Strategic Planning is underway. Dr. Jeffrey Keefer is doing a great job leading the process.
 - The Sustainability Committee, led by Larry Reeger, is doing a tremendous job and amount of work across campus.
 - Unable to attend the NYCCT meeting due to a conflict with this Board Meeting.

TRUSTEE REPORTS:

Finance and Development Committee:

- P. Guenther, Treasurer
 - Reported
 - Committee met on Tuesday, 01/24/20
 - Spring Enrollment is down 24% from last spring and at 72% of spring goal.
 - The committee reviewed the Financial Statements and discussed the reports.

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.
 - Working on a mowing and haying schedule to promote bird habitats on campus.
 - The daycare project is ongoing.
 - There is an effort to develop a trail network on campus to include what currently exists and build on it.

- The sustainability plan has been approved.
- Hope Farm harvested 10,000 pounds of produce in 2020. Roughly 1,000 pounds have been donated to local food banks. The MOU with Hope Farm has been signed to continue our partnership.

Community Partnerships and Workforce Development:

- E. Davis, Dean of Communications and Admissions
 - Reported
 - Met with Resorts World Catskills to discuss internship opportunities and a potential donation of a Food Truck that would be used by the Catskill Hospitality Institute and be used as a mobile classroom.
 - We have a 2020 List of Businesses in the county that hired our students including, Garnet Health, Bethel Woods, Crystal Run and many others. We will work on an alumni list of those students to remain in contact with them.
 - Narrowing down training courses through Ed2Go and how we can possibly offer partial credit for students on matriculation to degree programs.

Academic and Strategic Planning:

- P. Coombe
 - Reported
 - Strategic Planning meetings continue.
 - The SWOT analysis is underway.
 - The strategic plan should be ready for board approval in May.

Presidents Report:

- Jay Quaintance, President
 - Reported
 - Enrollment is down 23% today from this time last year. We are down 153 students and 92 of those students are student athletes. We can contribute this to not being able to return to competition for mens and womens basketball.
 - The discussions regarding the permanent 20% cut in state support and 20% cut in students tap and excelsior has been restored based on the most recent Governor's proposed budget released last week. If this budget goes through we may see a 5% cut in state support next year, but it would be restored after the year. This is all tentative until the state budget is passed.
 - We received additional CARES Act Funds through the second stimulus package that was passed. We received a little over \$500,000 for students and 1.5 million in Institutional Funds. We believe we will be able to use this for some operating expenses due to lost revenue, however we are still awaiting guidance from SUNY.
 - Spring Reopening Plan approved by SUNY. Our new plan increases pool testing from every other week to every week for students. Staff testing is

voluntary, we are working with both unions to discuss mandated testing for employees.

- We are working with the Healthy Kids Program to open the daycare on campus to the children that do not need the egress doors. This would be for children ages 2 years 9 months to 4 years old.
- Energy Audit is complete. The county is committed to fund this through financing through NYPA and NYSERDA, which will be eligible for capital match funds. The county would take out the loan for 50% of the repairs and the other half would come from the state match.
- In discussion with a company to bring Electric Vehicle Charging Stations to the college.
- Working with Resorts World Catskills to renew our partnership and a potential donation of a Food Truck which could also qualify for match funds.
- Search open for the Dean of Student Success and Workforce Development.
- Exploring a new Employee Assistance Program for the college.
- Wellness Efforts are continuing and we are expanding our efforts by opening the Field House to employees.
- Early College High School with the Homestead is moving forward with the State Education Department approval process.

FEEDBACK TO THE PRESIDENT

P. Coombe asked if we are still ranked in the Top 10 Community Colleges in New York State. J. Quaintance stated that we are.

EXECUTIVE SESSION

Motion by P. Coombe to enter into executive session to discuss a personnel matter at 5:27pm, seconded by P. Guenther and passed.

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

Motion by S. Drobysh to resume regular session at 5:55pm, seconded by T. Hamlin and passed.

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

ADJOURNMENT

Motion by P. Adams to adjourn the meeting at 5:56pm, seconded by S. Jaffe and passed.

Vote:	Patricia Adams	yes	Theresa Hamlin	yes
	Phyllis Coombe	yes	Lyman Holmes	absent
	Steven Drobysh	yes	Susan Jaffe	yes
	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 #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.

Certified as a true copy of the Resolution adopted by the Sullivan County Community College Board of Trustees at its meeting held on March 18, 2021.

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

SUNY Sullivan Fall and Spring 2021-2022 Tuition and Fee Schedule

Tuition

I	New York State residents of the sponsorship area and non-residents of the sponsorship area who present a valid certificate of residence		
a.	Full Time (12 credits and over)	2021-2022	2020-2021
	Per Year	\$5,208.00	\$5,208.00
			2019-2020
			\$5,016.00
b.	Part Time (1-11 credits)		
	Per Credit	\$217.00	\$217.00
			\$209.00
II	New York State residents who do not present a valid certificate of residence		
a.	Full Time	2021-2022	2020-2021
	Per Year	\$10,416.00	\$10,416.00
			2019-2020
			\$10,032.00
b.	Part Time		
	Per Credit	\$434.00	\$434.00
			\$418.00
III	Non-New York State Residents:		
a.	Full Time	2021-2022	2020-2021
	Per Year	\$10,416.00	\$10,416.00
			2019-2020
			\$10,032.00
b.	Part Time		
	Per Credit	\$434.00	\$434.00
			\$418.00
IV	High School Students, 24 Credit Hour Program, and Early Admits		
a.		2021-2022	2020-2021
	New York State residents of the sponsorship area and non-residents of the sponsorship area who present a valid certificate of residence	\$73.00	\$73.00
	Per Credit		\$66.00
b.	New York State residents do not present a valid certificate of residence		
	Per Credit	\$146.00	\$146.00
			\$132.00
c.	Non-New York State Residents:		
	Per Credit	\$146.00	\$146.00
			\$132.00
V.	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:		
	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

2021-22 Academic Year Resident Meal Plan Rates

- 14 meals per week: \$1,700/semester. Actual Daily Rate: \$15.45
- 16 meals per week: \$1,940/semester. Actual daily rate: \$17.63
- 19 meals per week: \$2,300/semester. Actual daily rate: \$20.90

Note: 14 meal plan per week is the default plan if no plan is chosen for Lazarus L. Levine Residents Hall Residents only

2021-22 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

	2021-2022	2020-2021	2019-2020
a. Freshman Seminar	\$0.00	\$0.00	\$30.00
b. International Student Fee per semester	\$500.00	\$500.00	\$500.00
c. Technology Fee			
Full Time Per Semester	\$240.00	\$240.00	\$180.00
Part Time Per Semester	\$20.00 per Credit	\$20.00 per Credit	\$15.00 per Credit
d. Learning Support Fee			
Full Time Per Semester	\$60.00	\$60.00	\$48.00
Part Time Per Semester	\$5.00 per Credit	\$5.00 per Credit	\$4.00 per Credit
e. General Activity Fee			
Full Time Per Semester	\$156.00	\$156.00	\$155.00
Part Time Per Semester	\$13.00 per Credit	\$13.00 per Credit	\$13.00 per Credit
f. Liability Fee	\$15.00	\$15.00	\$13.00
PT/ Per credit	\$1.25	\$1.25	\$1.00
g. Online Courses			
Per Credit	\$25.00	\$25.00	\$15.00
h. Graduation Fee	\$50.00	\$50.00	\$40.00
i. 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.

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

	2021-2022	2020-2021	2019-2020
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	\$54.00	\$55.00	\$50.00
FT Non Resident Hall Students	\$54.00	\$55.00	\$50.00
PT Non Resident Hall Students	\$4.50/ credit	\$4.50/ per credit	\$4.00/ per credit

LIBRARY FEES

a. Library Card Fee for non-students	2021-2022 \$10.00	2020-2021 \$10.00	2019-2020 \$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
d. Request for Information on Disc	\$5.00 Plus \$.25 per page	\$5.00 Plus \$.25 per page	\$5.00 Plus \$.25 per page

Tobacco Policy Violation Fee
 \$25-\$200 Per occurrence; does not reset with term or year
 \$25 - 1st violation; \$50 - 2nd violation; \$100 - 3rd violation; \$200 - 4th and additional violations

OTHER FEES

	2021-2022	2020-2021	2019-2020
a. Non-Student Computer Lab Fee			
Per Hour	\$5.00	\$5.00	\$5.00
b. Parking and Transportation Fee Per year	\$25.00	\$50.00	\$15.00

SUNY Sullivan Winter & Summer 2021-2022 Tuition and Fee Schedule

Tuition

I	New York State residents of the sponsorship area and non-residents of the sponsorship area who present a valid certificate of residence		
	Winter & Summer	2021-2022	2020-2021
		2019-2020	
	a. Part Time (1-11 credits)		
	Per Credit	\$145.00	\$163.00
			\$156.00
II	New York State residents who do not present a valid certificate of residence		
	Winter & Summer	2021-2022	2020-2021
		2019-2020	
	a. Part Time		
	Per Credit	\$290.00	\$326.00
			\$313.00
III	Non-New York State Residents:		
	Winter & Summer	2021-2022	2020-2021
		2019-2020	
	a. Part Time		
	Per Credit	\$290.00	\$326.00
			\$313.00
V.	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:		
	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

	2021-2022	2020-2021	2019-2020
c. Technology Fee			
Full Time			
Per Semester			
Part Time			
Per Semester			
d. Learning Support Fee			
Full Time			
Per Semester			
Part Time			
Per Semester			
f. Online Courses			
Per Credit	\$25.00	\$25.00	\$15.00
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.

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

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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

LIBRARY FEES

a.	Library Card Fee for non-students	2021-2022 \$10.00	2020-2021 \$10.00	2019-2020 \$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
d.	Request for Information on Disc	\$5.00 Plus \$.25 per page	\$5.00 Plus \$.25 per page	\$5.00 Plus \$.25 per page

Tobacco Policy Violation Fee

\$25-\$200 Per occurrence; does not reset with term or year
\$25 - 1st violation; \$50 - 2nd violation; \$100 - 3rd violation; \$200 - 4th and additional violations

OTHER FEES

		2021-2022	2020-2021	2019-2020
a.	Non-Student Computer Lab Fee Per Hour	\$5.00	\$5.00	\$5.00
b.	Parking and Transportation Fee Per year	\$0	\$0	\$0

Policy: Gender Neutral Bathrooms Policy

Policy No: 1.04

Approved: March 2021

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.