



# SUNY SULLIVAN

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

---

**SUNY Sullivan**

**Monday, May 8, 2023 3:30pm**

**Farrow Family Foundation Board Room**

1. Call to Order
2. **Presentation of the Chancellor’s Awards**
3. Action Items:
  - **Approval of March 16, 2023 Meeting Minutes**
  - **Approval of April 4, 2023 Special Meeting Minutes**
  - **Approval of Resolution #519-23 Re: Trustee Emeritus Status for Phyllis “Penny” Coombe**
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
  - Student Trustee Report
  - Health Science Studies
  - Sustainability
  - Workforce Development and Community Partnerships
8. Officer in Charge Report to the Board
9. Feedback to the Officer in Charge
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**  
**FARROW FAMILY FOUNDATION BOARD ROOM**  
**March 16, 2023**

**TUSTEES PRESENT:** N. Hackett, Chair (via zoom), T. Hamlin (via zoom), Vice Chair, P. Guenther (via zoom), Treasurer, P. Adams, Board Secretary, A. Kane (via zoom), E. Galligan, S. Jaffe, S. Drobysch, L. Holmes, C. Villareal, Student Trustee

**ABSENT:** J. Quaintance

**ALSO PRESENT:** M. Singer, T. Lever, E. Davis, J. Wrage, K. Baker

S. Drobysch chaired the meeting. The meeting was called to order at 3:43pm with the pledge of allegiance.

S. Drobysch stated that due to extraordinary circumstances, P. Guenther attended the meeting via zoom. He also stated that President Quaintance was unable to attend the meeting due to a planned vacation.

S. Drobysch shared that Marc Signer, Vice President of Academic and Student Affairs resigned. S. Drobysch thanked Marc for all of his hard work and contributions to the college and wished him luck in his new position.

S. Drobysch thanked Faculty and Staff for all of their hard work in preparing for the MSCHE visit as well as continued work across campus.

S. Drobysch stated that Asylum Seeker program that was announced by Mayor Adams office is not yet developed. He explained that it is a concept that will still take a great deal of planning and will include input from College Campus stakeholders including faculty, staff and administrators as the conversations continue.

**2021- 2022 Financial Audit Presentation**

Shannon Mannese from RBT presented the 2021- 2022 Audited Financial Statements to the Board. Shannon stated that RBT had a clean unmodified opinion of the Audit.

S. Drobysch thanked Kelly Baker and Tim Lever for all of their hard work to get the audit completed.

The agenda was shifted in order to allow P. Guenther to join the meeting via video so that there was a quorum present.

**COMMUNITY AND PUBLIC FEEDBACK**

G. Rikard welcomed Dr. Galligan and expressed the PSA's support for management.

P. Guenther joined the meeting via video at 3:59pm.

**ACTION ITEMS:**

**Approval of the 2021- 2021 Financial Audit presented by RBT.**

**Motion by S. Jaffe to approve the 2021- 2022 Audited Financial Statements, seconded by Patricia Adams and passed.**

**Vote:**

Patricia Adams	yes	Theresa Hamlin	absent
Steve Drobysch	yes	Lyman Holmes	yes
Ellen Galligan	yes	Susan Jaffe	yes
Paul Guenther	yes	Anthony Kane	absent
Nancy Hackett	absent	Clara Villareal	absent

**Approval of February 16 Meeting Minutes**

S. Drobysch removed the February 16, 2023 Meeting Minutes from the Consent Agenda. S. Drobysch asked for a motion to amend the minutes to include S. Jaffe as present at the top of the minutes on page 1.

**Motion by E. Galligan to approve the amended February 16, 2023 Meeting Minutes, seconded by L. Holmes and passed.**

**Vote:**

Patricia Adams	yes	Theresa Hamlin	absent
Steve Drobysch	yes	Lyman Holmes	yes
Ellen Galligan	yes	Susan Jaffe	yes
Paul Guenther	yes	Anthony Kane	absent
Nancy Hackett	absent	Clara Villareal	absent

S. Drobysch presented the consent agenda to the board for approval:

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

- **Approval of March 9, 2023 Special Meeting Minutes**
- **Approval of Resolution #510-23 Adoption of Tuition and Fee Schedule for Fiscal Year 2023-2024**
- **Approval of Resolution #512-23 Approval to Accept a Donation of Medical Equipment**
- **Approval of Resolution # 513-23 Approval to Add New Concentrations in the Liberal Arts & Sciences, A.S. Program**
- **Approval of Resolution #514- 23 Approval to Deactivate the Pastry Arts Program**
- **Approval of Resolution #515- 23 Approval to Deactivate the Recreation Leadership: Fitness AAS Program**

**P. Guenther made a motion to approve and accept the consent agenda as presented, seconded by S. Jaffe and passed. There was no discussion.**

**Vote:**

Patricia Adams	yes	Theresa Hamlin	absent
Steve Drobysh	yes	Lyman Holmes	yes
Ellen Galligan	yes	Susan Jaffe	yes
Paul Guenther	yes	Anthony Kane	absent
Nancy Hackett	absent	Clara Villareal	absent

*\*Resolutions and Revised Policies can be found at the end of these minutes*

**CHAIRMAN'S REPORT**

S. Drobysh:

- Thanked those that attended the meeting and for all of the hard work this semester and in preparing for the MSCHE visit.

**EXECUTIVE SESSION**

**Motion by L. Holmes to enter into Executive Session at 4:13pm to discuss a Personnel Matter, seconded by Susan Jaffe and passed.**

**Vote:**

Patricia Adams	yes	Theresa Hamlin	absent
Steve Drobysh	yes	Lyman Holmes	yes
Ellen Galligan	yes	Susan Jaffe	yes
Paul Guenther	yes	Anthony Kane	absent
Nancy Hackett	absent	Clara Villareal	absent

C. Villareal joined the meeting at 4:15pm

**Motion by P. Adams to resume regular session at 5:08pm, seconded by L. Holmes and passed.**

**Vote:**

Patricia Adams	yes	Theresa Hamlin	absent
Steve Drobysh	yes	Lyman Holmes	yes
Ellen Galligan	yes	Susan Jaffe	yes
Paul Guenther	yes	Anthony Kane	absent
Nancy Hackett	absent	Clara Villareal	yes

**S. Drobysh presented Resolution 516-23 Approval of Officer in Charge to the board.**

**RESOLUTION #516-23**

**RE: APPROVAL OF OFFICER IN CHARGE**

**WHEREAS** the president of Sullivan County Community College began vacation on Wednesday, March 8, 2023; and

**WHEREAS** the Sullivan County Community College Board of Trustees would like to appoint Timothy Lever, Vice President for Administrative Services as Officer in Charge of Sullivan County Community College effective March 16, 2023, with all the rights and responsibilities afforded to a president of a

community college; and

**WHEREAS** Timothy Lever shall continue as Officer in Charge for until such time as the President returns;  
**NOW THEREFORE, BE IT RESOLVED** that the Board of Trustees of Sullivan County Community College hereby appoints Timothy Lever as Officer in Charge, effective March 16, 2023, during this interim period.

**Motion by S. Jaffe to approve Resolution #516-13 Re: Approval of Office in Charge, seconded by L. Homes and passed.**

**Vote:**

Patricia Adams	yes	Theresa Hamlin	absent
Steve Drobysch	yes	Lyman Holmes	yes
Ellen Galligan	yes	Susan Jaffe	yes
Paul Guenther	yes	Anthony Kane	absent
Nancy Hackett	absent	Clara Villareal	yes

**S. Drobysch presented Resolution #517-23 Approval of Bank Signatories to the Board.**

**RESOLUTION #517-23**

**RE: APPROVAL OF BANK SIGNATORIES**

**WHEREAS:** Sullivan County Community College maintains several accounts with Jeff Bank including Operating, Payroll, Money Market, and Financial Aid; and

**WHEREAS:** several officers and trustees of the college must obtain Board of Trustee approval to become official bank signatories on these accounts in order to conduct official college business; and

**WHEREAS:** the following Sullivan County Community College officers and trustees require this approval:

- Dr. Nancy Hackett, *Board Chair*
- Paul Guenther, *Board Treasurer*
- Timothy Lever, *Officer in Charge and Vice President for Administrative Services*
- Eleanor Davis, *Dean of Communications*

**NOW, BE IT RESOLVED:** that the Board of Trustees hereby grants approval to the officers and trustees listed above to become signatories on Sullivan County Community College Jeff Bank accounts including Operating, Payroll, Money Market and Financial Aid, in order to conduct official college business.

**Motion by E. Galligan to approve Resolution #517-23 Approval of Bank Signatories, seconded by S. Jaffe and passed.**

**Vote:**

Patricia Adams	yes	Theresa Hamlin	absent
Steve Drobysch	yes	Lyman Holmes	yes
Ellen Galligan	yes	Susan Jaffe	yes
Paul Guenther	yes	Anthony Kane	absent
Nancy Hackett	absent	Clara Villareal	yes

**ADJOURNMENT**

**Motion by S. Jaffe to adjourn the meeting at 5:11pm, seconded by P. Adams and passed.**

**Vote:**

Patricia Adams	yes	Theresa Hamlin	absent
Steve Drobysh	yes	Lyman Holmes	yes
Ellen Galligan	yes	Susan Jaffe	yes
Paul Guenther	yes	Anthony Kane	absent
Nancy Hackett	absent	Clara Villareal	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 #510-23**

**RE: Adoption of Tuition and Fee Schedule  
for Fiscal Year 2023- 2024**

**WHEREAS:** the Administration of the College has formulated a tuition and fee schedule for Fiscal Year 2023-2024 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 2023-2024 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 2023-2024, 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 16, 2023

---

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

# SUNY Sullivan Fall and Spring 2023-2024 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>	<u>2023-2024</u>	<u>2022-2023</u>	<u>2021-2022</u>
	<b>Per Year</b>	\$5,466.00	\$5,208.00	\$5,208.00
b.	<b>Part Time (1-11 credits)</b>			
	<b>Per Credit</b>	\$228.00	\$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>	<u>2023-2024</u>	<u>2022-2023</u>	<u>2021-2022</u>
	<b>Per Year</b>	\$10,932.00	\$10,416.00	\$10,416.00
b.	<b>Part Time</b>			
	<b>Per Credit</b>	\$456.00	\$434.00	\$434.00
III	<b>Non-New York State Residents:</b>			
a.	<b>Full Time</b>	<u>2023-2024</u>	<u>2022-2023</u>	<u>2021-2022</u>
	<b>Per Year</b>	\$10,932.00	\$10,416.00	\$10,416.00
b.	<b>Part Time</b>			
	<b>Per Credit</b>	\$456.00	\$434.00	\$434.00
IV	<b>High School Students, 24 Credit Hour Program, and Early Admits</b>			
		<u>2023-2024</u>	<u>2022-2023</u>	<u>2021-2022</u>
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>	\$228.00	\$217.00	\$73.00
	<b>Per Credit</b>			\$73.00
b.	<b>New York State residents do not present a valid certificate of residence</b>	\$456.00	\$434.00	\$146.00
	<b>Per Credit</b>			\$146.00
c.	<b>Non-New York State Residents:</b>	\$456.00	\$434.00	\$146.00
	<b>Per Credit</b>			\$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>Per Credit*</b>	\$228.00	NA	NA

**\*Note: Prior year approach more nuanced, with revisions for 2023-24 reflecting planned MOU with Hudson Link. 2022-23 rate structured detailed below.**

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

#### 2023-24 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

#### 2023-24 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

		<u>2023-24</u>	<u>2022-2023</u>	<u>2021-2022</u>	<u>2020-2021</u>
a.	Freshman Seminar	\$0.00	\$0.00	\$0.00	\$0.00
b.	International Student Fee per semester	\$500.00	\$500.00	\$500.00	\$500.00
c.	Technology Fee Full Time Per Semester	\$240.00	\$240.00	\$240.00	\$240.00
	Part Time Per Semester	\$20.00 per Credit	\$20.00 per Credit	\$20.00 per Credit	\$15.00 per Credit
d.	Learning Support Fee Full Time Per Semester	Eliminate & Roll Into Tuition	\$60.00	\$60.00	\$60.00
	Part Time Per Semester		\$5.00 per Credit	\$5.00 per Credit	\$5.00 per Credit
e.	General Activity Fee Full Time Per Semester	\$156.00	\$156.00	\$156.00	\$156.00
	Part Time Per Semester	\$13.00 per Credit	\$13.00 per Credit	\$13.00 per Credit	\$13.00 per Credit
f.	Liability Fee		\$15.00	\$15.00	\$15.00
	PT/ Per credit	Eliminate & Roll Into Tuition	\$1.25	\$1.25	\$1.25
g.	Online Courses Per Credit	\$25.00	\$25.00	\$25.00	\$25.00
h.	Graduation Fee	\$50.00	\$50.00	\$50.00	\$50.00
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.	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

		<u>2023-2024</u>	<u>2022-2023</u>	<u>2021-2022</u>	<u>2020-2021</u>
a.	Returned Check Fee	\$50.00	\$50.00	\$50.00	\$50.00

b.	Late Payment Fee	\$50.00	\$50.00	\$50.00	\$50.00
c.	FACTS Tuition Payment Plan Full 1 time payment Multi Payment Plan Per Semester	(\$1.00) set by Nelnet (\$35.00) set by Nelnet	(\$1.00) set by Nelnet (\$35.00) set by Nelnet	(\$1.00) set by Nelnet (\$35.00) set by Nelnet	(\$1.00) set by Nelnet (\$35.00) set by Nelnet
d.	Transcript Academic	\$7.50	\$7.50	\$7.50	\$7.50
e.	Financial Aid	No Charge	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	\$40 Per Credit Hour
g.	Immunization Record	\$10.00	\$10.00	\$10.00	\$10.00
h.	ID Card Replacement Fee	\$10.00	\$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	Eliminate & Roll Into Tuition	\$54.00 \$54.00 \$4.50/ credit	\$54.00 \$54.00 \$4.50/ per credit	\$55.00 \$55.00 \$4.50/ per credit
<b>LIBRARY FEES</b>					
a.	Library Card Fee for non-students	<u>2023-2024</u> \$10.00	<u>2022-2023</u> \$10.00	<u>2021-2022</u> \$10.00	<u>2020-2021</u> \$10.00
b.	Lost Book Fee	Cost of the replacement book	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	\$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	\$5.00 Plus \$.25 per page
<b>Tobacco Policy Violation Fee</b> \$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					
<b>OTHER FEES</b>					
		<u>2023-2024</u>	<u>2022-2023</u>	<u>2021-2022</u>	<u>2020-2021</u>
a.	Non-Student Computer Lab Fee Per Hour	\$5.00	\$5.00	\$5.00	\$5.00
b.	Parking and Transportation Fee Per year	\$25.00	\$25.00	\$25.00	\$50.00

# SUNY Sullivan Winter & Summer 2023-2024 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	<u>2023-2024</u>	<u>2022-2023</u>	<u>2021-2022</u>	<u>2020-2021</u>
a. Part Time (1-11 credits) Per Credit	\$145.00	\$145.00	\$145.00	\$163.00
II New York State residents who do not present a valid certificate of residence				
Winter & Summer	<u>2023-2024</u>	<u>2022-2023</u>	<u>2021-2022</u>	<u>2019-2020</u>
a. Part Time Per Credit	\$290.00	\$290.00	\$290.00	\$326.00
III Non-New York State Residents:				
Winter & Summer	<u>2023-2024</u>	<u>2022-2023</u>	<u>2021-2022</u>	<u>2019-2020</u>
a. Part Time Per Credit	\$290.00	\$290.00	\$290.00	\$326.00
V. Correctional Facility Students (Courses offered at the Sullivan Correctional Facility through Hudson Link for Higher Education in Prison) Tuition:				
Per Credit*	\$228.00	NA	NA	NA

## Student Fees

	<u>2023-2024</u>	<u>2022-2023</u>	<u>2021-2022</u>	<u>2020-2021</u>
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	\$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.	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**

	<u>2023-2024</u>	<u>2022-2023</u>	<u>2021-2022</u>	<u>2020-2021</u>
a. Returned Check Fee	\$50.00	\$50.00	\$50.00	\$50.00
b. Late Payment Fee	\$50.00	\$50.00	\$50.00	\$50.00
c. FACTS Tuition Payment Plan Full 1 time payment Multi Payment Plan Per Semester	(\$1.00) set by Nelnet (\$35.00) set by Nelnet	(\$1.00) set by Nelnet (\$35.00) set by Nelnet	(\$1.00) set by Nelnet (\$35.00) set by Nelnet	(\$1.00) set by Nelnet (\$35.00) set by Nelnet
d. Transcript Academic 1st copy is free	\$7.50	\$7.50	\$7.50	\$7.50
e. Financial Aid	No Charge	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	\$40 Per Credit Hour
g. Immunization Record	\$10.00	\$10.00	\$10.00	\$10.00
h. ID Card Replacement Fee	\$10.00	\$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**

	<u>2023-2024</u>	<u>2022-2023</u>	<u>2021-2022</u>	<u>2020-2021</u>
a. Library Card Fee for non-students	\$10.00	\$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	Cost of the replacement book
c. Request for Information Copy Per Page	\$0.25	\$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	\$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**

<u>2023-2024</u>	<u>2022-2023</u>	<u>2021-2022</u>	<u>2020-2021</u>
------------------	------------------	------------------	------------------

a.	<b>Non-Student Computer Lab Fee Per Hour</b>	<b>\$5.00</b>	<b>\$5.00</b>	<b>\$5.00</b>	<b>\$5.00</b>
b.	<b>Parking and Transportation Fee Per year</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>



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

**Resolution # 512-23**

**RE: APPROVAL TO ACCEPT A DONATION OF  
MEDICAL EQUIPMENT**

**WHEREAS:** the Board of Trustees at Sullivan County Community College has the authority and responsibility for adopting policies and approving curricula for Sullivan County Community College; and

**WHEREAS:** the Division of Health Sciences offers a Respiratory Care Program; and

**WHEREAS:** Garnet Health Medical Center, Middletown, New York, would like to donate the following medical equipment to SUNY Sullivan to be used by students in the Respiratory Care program,

- Two Engstrom Ventilators valued at approximately \$9,000 each
- Four Airvo 2 Nasal High Flow Oxygen Devices valued at approximately \$1,000.00 each

**WHEREAS:** Dean of Liberal Arts, Sciences and Health Sciences, Rose Hanofee, acknowledges that this equipment will be a valuable asset to the program and its students;

**NOW, THEREFORE, BE IT RESOLVED:** that the Board of Trustees of Sullivan County Community College accepts the donation of medical equipment and extends its gratitude to Garnet Health Medical Center.

Certified as a true copy of the Resolution adopted by the  
Sullivan County Community College Board of Trustees  
at its meeting held on March 16, 2023

---

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 # 513- 23**

**RE: APPROVAL TO ADD NEW CONCENTRATIONS  
IN THE LIBERAL ARTS & SCIENCES, A.S. PROGRAM**

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

**WHEREAS:** Sullivan County Community College offers a Liberal Arts & Sciences, A.S. degree; and

**WHEREAS:** this program, currently has three concentrations Biology, Health Sciences, and Mathematics; and

**WHEREAS:** the Curriculum Committee and Faculty Council have approved an additional Environmental Science, and Science concentrations to be added; and

**WHEREAS:** the Board of Trustees must approve changes in program content that includes the addition of concentrations within a registered program;

**NOW THEREFORE, BE IT RESOLVE** the Board of Trustees of Sullivan County Community College approves the addition of the Environmental Science, and Science concentrations to the Liberal Arts & Sciences, A.S. program, and

**BE IT FURTHER RESOLVED** that a copy of this Resolution be forwarded to 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 March 16, 2023

---

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 #514-23**

**RE: APPROVAL TO DEACTIVATE THE PASTRY  
ARTS PROGRAM**

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

**WHEREAS:** Sullivan County Community College offers a Pastry Arts, AOS Degree; and

**WHEREAS:** this program, in recent years, has experienced a decline in enrollment due to the local demands within the industry changing; and

**WHEREAS:** the Curriculum Committee and Faculty Council have approved the deactivation of this program; and

**WHEREAS:** the Board of Trustees must approve changes in program content that includes the deactivation of an academic program;

**NOW THEREFORE, BE IT RESOLVED** the Board of Trustees of Sullivan County Community College approves deactivating the Pastry Arts, AOS program, and

**BE IT FURTHER RESOLVED** that a copy of this Resolution be forwarded to 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 March 16, 2023

---

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



**MINUTES**  
**SPECIAL MEETING OF THE SULLIVAN COUNTY COMMUNITY COLLEGE**  
**BOARD OF TRUSTEES**  
**Upper Hermann Conference Room**  
**April 4, 2023**

**TUSTEES PRESENT:** N. Hackett, Chair, T. Hamlin, Vice Chair (via Video), P. Guenther, Treasurer, P. Adams, Board Secretary, A. Kane, S. Drobysh, L. Holmes, S. Jaffe, C. Villareal, Student Trustee

**ABSENT:** E. Galligan

**ALSO PRESENT:** T. Lever, E. Davis, R. Hanofee

N. Hackett called the meeting to order at 4:08pm

**Approval of Resolution #518-23 Re: Officer in Charge**  
**RESOLUTION #518-23**

**RE: APPROVAL OF OFFICER IN CHARGE**

**WHEREAS** the Board of Trustees appointed Timothy Lever, Vice President for Administrative Services as Officer in Charge on March 16, 2023 while the President on vacation; and

**WHEREAS** the President returned from vacation and began leave on Monday, March 20, 2023; and

**WHEREAS** Timothy Lever shall continue as Officer in Charge for until such time as the President returns from leave;

**NOW THEREFORE, BE IT RESOLVED** that the Board of Trustees of Sullivan County Community College hereby continues the appointment of Timothy Lever as Officer in Charge, with all the rights and responsibilities afforded to a president of a community college during this interim period and until the President returns from leave.

**Motion by S. Drobysh to approve Resolution #518-23 Re: Officer in Charge, seconded by S. Jaffe and passed. There was no discussion.**

Vote:	Patricia Adams	yes	Theresa Hamlin	absent
	Steve Drobysh	yes	Lyman Holmes	yes
	Ellen Galligan	absent	Susan Jaffe	yes
	Paul Guenther	yes	Anthony Kane	yes
	Nancy Hackett	yes	Clara Villareal	yes

N. Hackett thanked everyone for their hard work with the MSCHE Self- Study Visit.

**Executive Session**

N. Hackett asked for a motion to go into executive session to discuss a personnel matter.

**Motion by S. Drobysh to enter into executive session at 4:12pm, seconded by S. Jaffe and passed.**

Vote:	Patricia Adams	yes	Theresa Hamlin	absent
	Steve Drobysh	yes	Lyman Holmes	yes
	Ellen Galligan	absent	Susan Jaffe	yes

Paul Guenther	yes	Anthony Kane	yes
Nancy Hackett	yes	Clara Villareal	yes

**Motion by S. Drobysh to return to regular session at 5:18pm seconded by P. Adams and passed.**

Vote:	Patricia Adams	yes	Theresa Hamlin	absent
	Steve Drobysh	yes	Lyman Holmes	yes
	Ellen Galligan	absent	Susan Jaffe	yes
	Paul Guenther	yes	Anthony Kane	yes
	Nancy Hackett	yes	Clara Villareal	yes

**Adjournment:**

**Motion by S. Drobysh to adjourn the meeting at 5:19pm, seconded by C. Villareal and passed.**

Vote:	Patricia Adams	yes	Theresa Hamlin	absent
	Steve Drobysh	yes	Lyman Holmes	yes
	Ellen Galligan	absent	Susan Jaffe	yes
	Paul Guenther	yes	Anthony Kane	yes
	Nancy Hackett	yes	Clara Villareal	yes

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