

MINUTES
SPECIAL MEETING OF THE SULLIVAN COUNTY
COMMUNITY COLLEGE BOARD OF TRUSTEES
Via Video Conferencing
February 16, 2024

TRUSTEES PRESENT: N.Hackett, Chair, T. Hamlin, Vice Chair, P.Adams, Board Secretary , S. Drobysh, E. Galligan , L. Holmes, S.Jaffe , A. Kane, F. Lovejoy

ABSENT WAS: P. Guenther, Treasurer

ALSO PRESENT: K. Crabill, E. Davis,

N. Hackett called the meeting to order at 9:00 am with the pledge of allegiance.

Executive Session

Motion by E. Galligan to enter into executive session at 9:01 am to discuss a personnel matter, seconded by T. Hamlin, and passed.

Motion by S. Jaffe to approve the employment of a particular individual be appointed as president of Sullivan County Community College by S. Jaffe, seconded by T. Hamlin, and passed.

Vote:	Patricia Adams	yes	Theresa Hamlin	yes
	Steven Drobysh	yes	Lyman Holmes	yes
	Ellen Galligan	yes	Susan Jaffe	yes
	Paul Guenther	absent	Anthony Kane	yes
	Nancy Hackett	yes	Fantashia Lovejoy	yes

S. Drobysh left the meeting at 9:35 am.

Motion by E. Galligan to resume regular session at 9:38 am, seconded by L. Holmes, and passed.

Agenda:

The following agenda items were presented to the board:

- **Approval of the September 21, 2023 Minutes**
- **Approval of Resolution #538-24 – Master Operating Agreement with Sullivan County Community College Foundation**
- **Approval of Resolution #539-24 – Professional Staff Association Contract**
- **Approval of the 24/25 Academic Calendar**

Motion by T. Hamlin to approve the agenda items as a block, seconded by S. Jaffe, and passed.

Vote:	Patricia Adams	yes	Theresa Hamlin	yes
	Steven Drobysh	absent	Lyman Holmes	yes
	Ellen Galligan	yes	Susan Jaffe	yes
	Paul Guenther	absent	Anthony Kane	yes
	Nancy Hackett	yes	Fantashia Lovejoy	yes

*Resolutions can be found at the end of the minutes

K. Crabill acknowledged the Professional Staff Associations engagement during the negotiating process as well as, the dedicated faculty and staff on campus. This new contract is a reflection of that work and dedication.

Community and public feedback

T. Redman, Professional Staff Association (PSA) thanked the Board of Trustees, Administration, and the PSA negotiating team for all their work on the contract. This contract will help with the long term viability of the college.

Executive Session

Motion by T. Hamlin to enter into executive session to discuss a financial and legal matter at 9:42 am, seconded by S. Jaffe and passed.

Vote:	Patricia Adams	yes	Theresa Hamlin	yes
	Steven Drobysh	absent	Lyman Holmes	yes
	Ellen Galligan	yes	Susan Jaffe	yes
	Paul Guenther	absent	Anthony Kane	yes
	Nancy Hackett	yes	Fantashia Lovejoy	yes

ADJOURNMENT

Motion by T. Hamlin to adjourn the meeting at 9:56 am, seconded by S. Jaffe and passed.

Vote:	Patricia Adams	yes	Theresa Hamlin	yes
	Steven Drobysh	absent	Lyman Holmes	yes
	Ellen Galligan	yes	Susan Jaffe	yes
	Paul Guenther	absent	Anthony Kane	yes
	Nancy Hackett	yes	Fantashia Lovejoy	yes

Respectfully submitted,

P. Adams

Secretary to the Sullivan County Community College Board Trustees

Recorded by K. Gibson



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

RESOLUTION NUMBER #538-24

**RE: Approval of the Sullivan County
Community College Foundation Operating
Agreement**

WHEREAS: the College is a publicly funded institution and a part of the State University of New York system; and

WHEREAS: the Sullivan County Community College Foundation was created in 1974 to solicit private support enabling the college to achieve and maintain a measure of excellence and to undertake development programs to enhance the College's educational and public service mission; and

WHEREAS: the parties have examined the roles of the Foundation and the College in the solicitation and administration of gifts donated for the College purposes and the relationship between the College and the Foundation, and desire to set forth a contractual agreement concerning their continuing relationship,

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees of Sullivan County Community College hereby approves the following operating agreement with the Sullivan County Community College Foundation:

Certified as a true copy of the Resolution adopted by
the Sullivan County Community College Board of Trustees
at its meeting held on February 16, 2024.

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 # 539-24

**RE: APPROVAL OF THE PROFESSIONAL STAFF
ASSOCIATION CONTRACT**

WHEREAS: the Board of Trustees at Sullivan County Community College has the authority and responsibility of entering into contracts; and

WHEREAS: the Board of Trustees of SUNY Sullivan has empowered the college president to enter into contracts on behalf of the college; and

WHEREAS: the current contract between Sullivan County Community College, and the Professional Staff Association, expired on August 31, 2021; and

WHEREAS: designated college management and representatives from the Professional Staff Association met and agreed to the terms and conditions outlined in the agreement; and

WHEREAS: the term of the contract is January 1, 2024 to August 31, 2030; and

NOW, THEREFORE, BE IT RESOLVED: the Board of Trustees would like to thank both the representatives of the Professional Staff Association and the college management team for their hard work in negotiating the terms of a new contract; and

NOW, THEREFORE, BE IT FURTHER RESOLVED: that the Board of Trustees of Sullivan County Community College hereby approves of the contract between Sullivan County Community College and the Professional Staff Association, and directs the officer in charge to sign and execute the contract on behalf of the college.

Certified as a true copy of the Resolution adopted by the
Sullivan County Community College Board of Trustees
at its meeting held on February 16, 2024

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



SUNY Sullivan 2024-2025 Academic Calendar

Fall Semester 2024

August 16, Friday	Last day to pay tuition and fees (if registered after this date, payment is due upon registration)
August 23, Friday	Residence hall move in- new students
August 24, Saturday	Residence hall move in- returning students
August 26, Monday	First day of classes , Last day to submit immunization records
August 30, Friday	Last day to ADD a course or switch sections
September 2, Monday	Labor Day-College Closed
September 16, Monday	Last day to DROP a course, if submitted after will receive "W"
September 18, Wednesday	Third-week attendance report due
October 2, Wednesday	Fall express classes start
October 2, Wednesday	Fifth-week attendance report due
October 17, Thursday	Midterm progress/ grade reports due
October 29, Tuesday	Registration for students with 30+ credits
November 4, Monday	Last day to WITHDRAW and receive a "W"
November 5, Tuesday	Registration Day: Students Meet with Advisors (no classes before 4:00 pm; classes may resume at 4:00 pm at the discretion of the professor)
November 21, Thursday	Last day to WITHDRAW from an Express course and receive a "W"
November 26, Tuesday	Residence hall closes 6 pm
November 27-29, Wednesday -Friday	Fall Recess
December 9-13 Monday-Friday	Final Week of Instruction (Meeting days/times modified)
December 13, Friday	Residence hall closes 6 pm
December 16, Monday	Final Grades due in Registrar's office
December 24-January 1	Offices closed

Winter Session 2025

December 24-January 1	Offices closed
January 2, Thursday	Offices reopen
January 3, Friday	Winter session begins , Last day to ADD a course or switch sections
January 5, Sunday	Last day to DROP a course, if submitted after will receive "W"
January 12, Sunday	Last day to WITHDRAW and receive a "W"
January 17, Friday	Last day of classes
January 20, Monday	Martin Luther King, Jr. Day- College Closed
January 21, Tuesday	Final grades due in Registrar's office



Spring Semester 2025

January 13, Monday	Last day to pay tuition and fees (if registered after this date payment due upon registration)
January 21, Tuesday	Residence hall move in- new and returning students
January 22, Wednesday	First day of classes , Last Day to submit immunization records
January 28, Tuesday	Last day to ADD a course or switch sections
February 11, Tuesday	Last day to DROP a course, if submitted after will receive "W"
February 13, Thursday	Third-week attendance report due
February 26, Wednesday	Spring express classes start
February 27, Thursday	Fifth-week attendance report due
March 14, Friday	Midterm progress/ grade reports due
March 14, Friday	Residence hall closes 6 pm
March 17-21 Monday-Friday	Spring Recess
March 21, Friday	Offices closed
March 24, Monday	Registration for students with 30+ credits
April 2, Wednesday	Registration Day: Students Meet with Advisors (no classes before 4:00 pm; classes may resume at 4:00 pm at the discretion of the professor)
April 9, Wednesday	Last day to WITHDRAW and receive a "W"
April 22, Tuesday	Last day to WITHDRAW from an Express course and receive a "W"
May 8-9, Thursday-Friday	Reading/Makeup day(s)
May 12-16 Monday-Friday	Final Week of Instruction (Meeting days/times modified)
May 16, Friday	Residence hall closes 6 pm
May 17, Saturday	Commencement Ceremony
May 19, Monday	Final grades due in Registrar's office

Summer Session 1- May 20-June 24

May 20, Tuesday	Summer session 1 begins , Last day to ADD a course or switch sections
May 22, Thursday	Last day to DROP a course, if submitted after will receive "W"
May 26, Monday	Memorial Day- College Closed
June 10, Tuesday	Last day to WITHDRAW and receive a "W"
June 19, Thursday	Juneteenth- College Closed
June 24, Tuesday	Last day of classes
June 26, Thursday	Final grades due in Registrar's office

Summer Session 2 (Resp Care) May 27-July 17

May 27, Tuesday	Summer session 2 begins
May 28, Wednesday	Last day to ADD a course or switch sections
June 4, Wednesday	Last day to DROP a course, if submitted after will receive "W"
June 19, Thursday	Juneteenth- College Closed
July 3, Thursday	Last day to WITHDRAW and receive a "W"
July 4, Friday	Independence Day- College Closed
July 17, Thursday	Last day of classes
July 21, Monday	Final grades due in Registrar's office



SUNY SULLIVAN

Summer Session 3- July 8-Aug 7

July 8, Tuesday	Summer session 3 begins , Last day to ADD a course or switch sections
July 10, Thursday	Last day to DROP a course, if submitted after will receive "W"
July 29, Tuesday	Last day to WITHDRAW and receive a "W"
August 7, Thursday	Last day of classes
August 11, Monday	Final grades due in Registrar's office