

MINUTES
MEETING OF THE SULLIVAN COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES
FARROW FAMILY FOUNDATION BOARD ROOM
March 21, 2024

TUSTEES PRESENT: N. Hackett, Chair, T. Hamlin, Vice Chair, P. Adams, Board Secretary, A. Kane, E. Galligan, S. Jaffe, S. Drobysh,

ABSENT: P. Guenther, Treasurer, F. Lovejoy, Student Trustee

ALSO PRESENT: K. Crabill, R. Hanofee, E. Davis, S. Welsh, N. Slevin Nikolados,

Consent Agenda:

A consent agenda was presented to the board and included the following items:

- **Approval of the November 16, 2023 Meeting Minutes**
- **Approval of the December 15, 2023 Special Meeting Minutes**
- **Approval of the January 18, 2023 Meeting Minutes**
- **Approval of the February 19, 2024 Special Meeting Minutes**

A motion to accept and approve the consent agenda as presented by S. Drobysh, seconded by T. Hamlin and passed. There was no discussion.

Vote:

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

Actions Items:

Approval of Resolution #540-24 Re: Adoption of the Tuition and Fee Schedule

N. Hackett noted that the resolution number is incorrect and should be #541-24.

Motion by S. Drobysh to approve Resolution #540-24 with the correction, seconded by T. Hamlin and passed. There was no discussion.

Vote:

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

S. Welsh noted that tuition was increased by 3% from last year and eliminated two fees and rolling them into tuition.

Approval of the 2022/2023 Financial Audit

Motion to table the approval of the audit by S. Drobysh, seconded by T. Hamlin, and passed. There was no discussion.

Vote:

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

COMMUNITY AND PUBLIC FEEDBACK

There was no public comment.

COLLEGE REPORT

Rose Hanofee, Interim Vice President of Academic and Student Affairs reported to the Board on assessment:

- Those departments and academic units in year one are wrapping up their assessments. This includes Purchasing, Public Safety, Library Services, Athletics, Student Activities, Liberal Art and Sciences AA, and AS programs.
- Non-academic units were invited to present their progress and feedback on the process to members of President's Cabinet.
- Curriculum maps are near completion

N. Hackett asked that assessment updates be added as a regular agenda item moving forward.

FACULTY COUNCIL REPRESENTATIVE TO THE BOARD REPORT

Chana Epstein, reported:

- Dr. Crabill provided an update at the last faculty council meeting regarding the dorms.
- Currently piloting Honor lock this semester, which is an online test proctoring software to help with online classes.
- PSA members are very pleased with their new contract and believe that this will help boost morale.

CHAIRMAN'S REPORT

N. Hackett reported:

- Thank the board members for their participation at a few upcoming events and meetings.
- Dr. Crabill will be staying on at the college during this period of transition.
- One SUNY campus has recently announced they will be cutting 13 programs due to financial constraints.

TRUSTEES REPORTS:

Student Trustee:

No report at this time.

Finance Committee:

S. Jaffe reported,

- Shannon Mannese presented the draft audit at the last meeting.
- There are still three (3) items that are questionable and are being reviewed before the audit is finalized.
- The 2024-2025 budget is being completed.

Health Science Studies:

T. Hamlin noted that there was no meeting, but asked that the accreditation report from the recent site visit be shared with the committee once it has been received. The group will meet again after the report has been received.

Sustainability:

No report at this time.

Foundation

P. Adams reported,

- The planning for the Gala on June 29th is in the works
- Daniel Rigney has been hired to serve as Assistant Director of Development. He has experience in fundraising, and most recently came from WJFF
- The foundation held a dinner in February to help bring on additional members to its board. The board will be following up with those who has indicated they would be willing to serve.

Workforce Development and Community Partnerships

No report at this time.

Presidents Report:

K. Crabill, Office in Charge, reported,

- Congratulate Fantashia who has been accept to the University of Albany.
- The board passed a resolution in 2018 to bring a creamery on campus who was part of START-UP NY. The company has since reached out to finalize the lease as the program has been extended.
 - The county attorney is currently reviewing the lease agreement.
 - The lease does stipulate that the Board of Trustees has full approval of the design of the building.
 - This has the potential for the college to be eligible to receive funding from the state for manufacturing.
 - N. Hackett noted that the board would need to wait to hear back from the county attorney before moving forward with the lease.
 - S. Drobysh did ask the company to provide proof of financial viability to the board. Dr. Crabill will contact the attorneys to process the request.
- The college continues to work closely with BOCES and there will be two more programs moving to campus next year. They have also agreed to allow us to use their space as needed.
- The college is looking to transitioning from an on campus health services model to using a federally qualified provider to come to campus and provide services to our students.

Refuah Health has expressed interested in collaborating with the college which would give students access to doctors, specialists, vision and dental.

- The current contract with our food vendor is costing the college. As it is written the college is responsible to pay them for any losses, they incur. In discussions, the company is asking for us to end the contract early to pay total management fee that would have been collected through the remainder of the contract, a total of \$335,000.
- At the recommendation of the county attorney, we did have the air quality tested in the dorms, and there were no findings.

EXECUTIVE SESSION

A motion to enter into executive session at 4:38pm to discuss personnel matters by S. Drobysh, seconded by S. Jaffe and passed. There was no discussion.

Vote:

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

A motion to resume regular session at 5:18pm by S. Drobysh, seconded by L. Holmes, and passed.

Vote:

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

Motion by S. Drobysh to bring forward Resolution #542-24 Re: Retrenchment of Teamster Positions, seconded by S. Jaffe, and approved. There was no discussion.

Vote:

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

Motion by S. Drobysh to bring forward Resolution #543-24 Re: Retrenchment of positions within the Professional Staff Association, seconded by S. Jaffe, and passed. There was no discussion.

Vote:

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

Paul Guenther
Nancy Hackett

absent
yes

Anthony Kane
Fantashia Lovejoy

yes
absent

ADJOURNMENT

Motion to adjourn the meeting at 5:21pm by S. Drobysh, seconded by T. Hamlin and passed.

Vote:

Patricia Adams
Steve Drobysh
Ellen Galligan
Paul Guenther
Nancy Hackett

yes
yes
yes
absent
yes

Theresa Hamlin
Lyman Holmes
Susan Jaffe
Anthony Kane
Clara Villareal

yes
yes
yes
yes
absent

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 #541-24

**RE: Adoption of Tuition and Fee Schedule
for Fiscal Year 2024- 2025**

WHEREAS: the Administration of the College has formulated a tuition and fee schedule for Fiscal Year 2024-2025 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 2024-2025 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 2024-2025, 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 21, 2024

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

SUNY Sullivan Tuition and Fee Schedule 2024-2025

- I. New York State residents of the sponsorship area and non-residents of the sponsorship area who present a valid certificate of residence

	<u>2024-2025</u>	<u>2023-2024</u>
Full time ¹ - per year	\$5,711.16	\$5,472.00
Part Time ² - per credit	\$237.97	\$228.00

- II. Non- New York State Residents and New York State residents who do not present a valid certificate of residence

	<u>2024-2025</u>	<u>2023-2024</u>
Full time - per year	\$11,347.32	\$10,944.00
Part Time - per credit	\$475.94	\$456.00

- III. College in the High School Students

	<u>2024-2025</u>	<u>2023-2024</u>
New York State with valid COR ³ - per credit	\$79.33	\$228.00
New York State without valid COR – per credit	\$158.65	\$456.00
Non New York State resident – per credit	\$158.65	\$456.00

- I. 24 Credit Hour Program, and Early Admits

	<u>2024-2025</u>	<u>2023-2024</u>
New York State with valid COR ⁴ - per credit	\$237.97	\$228.00
New York State without valid COR – per credit	\$475.94	\$456.00
Non New York State resident – per credit	\$475.94	\$456.00

- II.

- III. Correctional Facility Students (Courses offered through the Hudson Link Program):

	<u>2024-2025</u>	<u>2023-2024</u>
Per Credit	\$237.97	\$228.00

- IV. Student Fees

	<u>2024-2025</u>	<u>2023-2024</u>
International Student Technology:	\$500.00	\$500.00

¹ Full-time is defined as a student registered for 12 or more credits per semester.

² Part-time is defined as a student registered for one (1) to 11 credits per semester.

³ COR: A Certificate of Residency

⁴ COR: A Certificate of Residency

Full-time	\$240.00	\$240.00
Part-time	\$20.00	\$20.00
General Activity:		
Full-time	\$162.00	\$156.00
Part-time – per credit	\$13.50	\$13.00
Online Course- per credit	\$25.00	\$25.00

V. **Field Trips and other Course Fees as indicated on the course schedule, charged according to program not per course**

NON-CREDIT COURSES see price per course/ course catalog

VI. **Administrative Fees**

	<u>2024-2025</u>	<u>2023-2024</u>
Late Payment	\$50.00	\$50.00
Returned Check	\$50.00	\$50.00
FACTS Tuition Payment Plan (set by Nelnet)	Full one (1) time payment \$1.00 Multi Payment Plan Per Semester (\$35.00)	Full one (1) time payment \$1.00 Multi Payment Plan per semester (\$35.00)
Transcript fee (1 st Copy is Free)	\$7.50	\$7.50
Financial Aid	No Charge	No Charge
Credit by Examination or Evaluation per credit	\$40.00	\$40.00
Immunization Record	\$10.00	\$10.00
ID Card Replacement	\$10.00	\$10.00

VII. **Library Fees**

	<u>2024-2025</u>	<u>2023-2024</u>
Library Card –non students	\$0	\$10.00
Request for Information Copy, per page	\$0	\$0.25
Request for Information on a Disc	\$0	\$5 plus \$0.25 per page
Lost Book Fee	Cost of the replacement book	Cost of the replacement book

VIII. **Other Fees**

	<u>2024-2025</u>	<u>2023-2024</u>
Non-Student Computer Lab- Per Hour	\$0	\$5.00



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

Resolution Number #542-24

RE: Retrenchment of Teamster Positions

WHEREAS, Sullivan County Community College, like most colleges, is facing fiscal challenges, and

WHEREAS, over the current fiscal year has implemented cost savings strategies, but the increase costs of health insurance and retiree benefits has caused an exceptional circumstance, and

WHEREAS, the Board of Trustees reviewed recommendations made by the President who has recommended action to ensure a balanced fiscal budget,

NOW, THEREFORE, BE IT RESOLVED that due to significant budgetary constraints the Sullivan County Community College Board of Trustees hereby abolishes the below positions effective August 1, 2024:

- Registration Services Database Specialist (1-vacant)
- Office Manager-Registration Services (1-vacant)
- Building Maintenance Mechanic (1-vacant)

NOW, THEREFORE, BE IT FURTHER RESOLVED that in recognition of their committed work at SUNY Sullivan, each employee displaced by this resolution shall receive one week of pay at their current rate of compensation as a severance payment.

Certified as a true copy of the Resolution adopted by
the Sullivan County Community College Board of Trustees at
its meeting held on March 21, 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 Number #543-24

**RE: Retrenchment of Positions within
the Professional Staff Association**

WHEREAS, Sullivan County Community College, like most colleges, is facing fiscal challenges, and

WHEREAS, over the current fiscal year has implemented cost savings strategies, but the increase costs of health insurance and retiree benefits has caused an exceptional circumstance, and

WHEREAS, the president has provided the board with a list of recommendations, and

WHEREAS, the Board of Trustees reviewed recommendations made by the President who has recommended action to ensure a balanced fiscal budget,

NOW, THEREFORE, BE IT RESOLVED that due to significant budget constraints, and restructuring of programs the Sullivan County Community College Board of Trustees hereby initially retrenches the below positions effective September 1, 2024:

- Head Women's Basketball Coach (1)
- Head Men's Baseball Coach (1)
- Assistant Director of Athletics/Head Men's Basketball Coach (1-vacant)
- Athletic Trainer (1-vacant)
- College Nurse (currently PT temporary)
- Coordinator of Athletic Operations & Intramurals (1-vacant)

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Board of Trustees call for the formation of the appropriate committee as per the CBA to review and resolve the recommendations above.

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its meeting held on March 21, 2024

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