

MINUTES
MEETING OF THE SULLIVAN COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES
FARROW FAMILY FOUNDATION BOARD ROOM
May 8, 2023

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

ABSENT: J. Quaintance, C. Villareal, Studet Trustee

ALSO PRESENT: T. Lever (via video), R. Hanofee, E. Davis, K. Baker

N. Hackett called the meeting to order at 3:31pm with the pledge of allegiance.

Presentation of Chancellor's Awards for Excellence

N. Hackett presented the following awards,

Andrew Becker, 2023 SUNY Chancellor's Award for Excellence in Professional Service
Louis Russel, 2023 SUNY Chancellor's Award for Excellence in Classified Service
Jessica Lopez- Barkl, 2023 SUNY Chancellor's Award for Excellence in Faculty Service

The student recipients, Haddy Gai and Roxanne Dastparvardeh, were not present to receive their awards for the 2023 SUNY Chancellor's Award for Student Excellence.

ACTION ITEMS:

N. Hackett presented the following items to be approved as a block

- Approval of March 16, 2023 Meeting Minutes
- Approval of April 4, 2023 Special Meeting Minutes
- Approval of Roof Repair award to International Contractors Corp

Motion by S. Drobysh to accept the action items and approve them as a block, 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	yes	Anthony Kane	yes
Nancy Hackett	yes	Clara Villareal	absent

Approval of Resolution #519-23 Re: Trustee Emeritus Status for Phyllis “Penny” Coombe

RESOLUTION #519-23

**RE: TRUSTEE EMERITUS STATUS FOR PHYLLIS
“PENNY” COOMBE**

WHEREAS, Trustee Phyllis (Penny) Coombe was appointed to the Board of Trustees by Governor Pataki on September 9, 1997; and

WHEREAS, Trustee Coombe served SUNY Sullivan with dedication, commitment, and distinction for more than 25 years; and

WHEREAS, Trustee Coombe attended and participated in Institutes on Trusteeship and several NYCCT conferences; and

WHEREAS, Trustee Coombe served as the Chair of the Board of Trustees from July 2006 to July 2011; and

WHEREAS, Trustee Coombe served in various roles on various committees of the Board including, Chair of the Middle States Accreditation Committee, Policy Governance and Implementation Committee , Academic and Workforce Development Working Group, Strategic Planning Committee, Capital Campaign Committee for the Residence Halls, Chair of the Presidential Search Committee, and many more; and

WHEREAS, in 2005 Trustee Coombe was awarded the Marvin A. Rapp Award for Distinguished Service from the New York Community College Trustee Association (NYCCT) for her exemplary service; and

WHEREAS, Trustee Coombe was recognized at the 2012 SUNY Sullivan Foundations “Women Who Make A Difference” event and received an award for her distinguished work in Higher Education; and

WHEREAS, Trustee Coombe showed exemplary attendance at the Board of Trustees meetings as well as commencement and numerous college events; and

WHEREAS, Trustee Coombe provided leadership in helping to solve challenges to two-year post-secondary education through her advocacy for the College in the community; and

WHEREAS, Trustee Coombe’s professional career in secondary education served as an asset to the board and enhanced Trustee Coombe’s board service; and

WHEREAS, during her time on the Board Trustee Coombe was a part of several transformations that occurred within the college such as, the construction of the Residence Halls, the athletics change from Division III to Division II, the creation of new degree programs, increased funding from Sullivan County Government, and many more; and

WHEREAS, the Faculty Council of SUNY Sullivan passed a resolution to recognize Trustee Coombe for her service to the college; and

WHEREAS, the Faculty Council resolution states “Penny Coombe has served with unfailing dedication and commitment as a Trustee on the SUNY Sullivan Board of Trustees for twenty-five years, longer than any other trustee in the history of the college;” and

WHEREAS, Trustee Coombe has been described as committed, dedicated and one of the biggest supporters of the college, the board and the college have long relied on her wisdom and experience; and

WHEREAS, the Officer in Charge, the Executive Committee of the College and the campus community recommend this public recognition of Trustee Coombe for her many contributions and service to the college; and

THEREFORE, BE IT RESOLVED that Trustee Coombe is awarded this recognition of her distinguished service, and as an expression of gratitude for her exceptional dedication and professional commitment to further the goals of the College, Trustee Coombe be granted the status of Trustee Emerita and that she be accorded such rights and honors as may be appropriate to persons holding this rank.

BE IT FURTHER RESOLVED, that this resolution become part of this Board of Trustees meeting, and a copy of this resolution be presented to Trustee Coombe.

Motion by S. Drobysh to approve Resolution #519-23 Re: Trustee Emeritus Status for Phyllis “Penny” Coombe, 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	yes	Anthony Kane	yes
Nancy Hackett	yes	Clara Villareal	absent

The board thanked Penny for all of her hard work and dedication to SUNY Sullivan. Chana Epstein presented Ms. Coombe with a resolution passed by the Faculty Council to recognize Penny for all of her hard work.

COMMUNITY AND PUBLIC FEEDBACK

None.

FACULTY COUNCIL REPRESENTATIVE TO THE BOARD:

C. Chana, Faculty Council Chair reported,

- Thank you to the trustees for taking the time to meet with representatives from Faculty Council to discuss our concerns.
- Tim Lever held a Budget Town Hall meeting on May 3rd. The campus appreciated Tim’s presentation and the transparency it included.
- Academic Awards Ceremony was held on May 3rd, it was a great event and was well attended.
- The Art Club unveiled a Dove they designed and painted in the G Building, it is a beautiful addition to our campus.

CHAIRMAN’S REPORT

N. Hackett, Chair, Reported:

- Rose Hanofee has been named the Interim Vice President for Academic and Student Affairs
- Chancellor King and Vice Chancellor Duncan- Poitier visited campus on May 4th The visit went very well, thank you to everyone who participated!
- Kite Day/ Discover SUNY Sullivan Day was held on May 6th, great job to Hillary Higgenbotham!
- Thank you to everyone for your continued hard work to get us through this academic year.

TRUSTEE REPORTS

Finance Committee Report:

P. Guenther Reported,

- The committee met prior to the Board of Trustees meeting and reviewed the Financial Statements and current budget.

Student Trustee Report:

Clara was absent. No report.

Health Science Studies Report:

T. Hamlin Reported,

- The \$700,000 Grant for Health Sciences equipment has been submitted to DASNY for approval.

Sustainability Report:

S. Jaffe Reported,

- The Sustainability committee held their annual Earth Day event on April 28th the day also included a Clean Energy Summit and Job Fair in partnership with New Yorkers for Clean Power.

This event was expanded to help us work towards two of our Strategic Goals,

1. Lead environmental sustainability across higher education
2. Expand Community/ cultural partnerships

P. Adams reported that the Labyrinth project is moving forward.

P. Adams shared an update regarding the Foundation Board. They are meeting to plan a Fall Gala that will have a focus on raising money for the theater program.

Officer in Charge Report to the Board:

T. Lever, Officer in Charge, reported:

- MSCHE Visit Update
 - Response to the committee findings included minor factual changes and we accepted the committee's findings.
 - We will receive the Final Report in early Summer
 - Reconstituted the Strategic Planning and Institutional Assessment Committee (SPIA) to review the Strategic Goals of the College. Two committees have been formed to assist with the follow up work from Standards V and Standard VI.
 - Attended the SUNY Chancellor's Award for Student Excellence event and the Phi Theta Kappa awards ceremony.
 - We've held several events on campus this spring including
 - Earth Day
 - Clean Energy Summit
 - Academic Awards Ceremony
 - Budget Town Hall Meeting
 - Chancellor Visit
 - Kite Day/ Discover SUNY Sullivan Day which brought in 33 prospective students 13 of which registered for classes
 - Enrollment is at 93% of our Annual Goal, we do not have Summer enrollment yet
 - Fall 2023 Applications are up 10% from this time last year
 - NJCAA Men's Basketball won the Regional Championship, player Jay Alvarez was named First Team All American.

Feedback to the Officer in Charge:

None.

Executive Session:

Motion by S. Drobysh to enter into Executive Session at 4:04pm to discuss a Personnel Matter, seconded by Susan Jaffe and passed.

Vote:

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

Motion by T. Hamlin to resume regular session at 5:28pm, seconded by S. Jaffe and passed.

Vote:

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

N. Hackett presented two resolutions to the Board of Trustees.

RESOLUTION #520-23

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 was on vacation and then on leave; and

WHEREAS the Board of Trustees commends Timothy Lever for all of his hard work while serving in dual roles; and

WHEREAS Dr. Ellen Galligan is a Trustee and the former Vice President for Academic and Student Affairs; and

WHEREAS in order to continue the operations of the college and ensure there is adequate leadership and support, Dr. Ellen Galligan will temporarily step down from her role as a Trustee to assume the role of Officer in Charge for up to sixty days while President Quaintance is on leave; and

WHEREAS Timothy Lever will resume his role as Vice President of Administrative Services,

NOW THEREFORE, BE IT RESOLVED that the Board of Trustees of Sullivan County Community College hereby appoints Dr. Ellen Galligan as Officer in Charge, with all the rights and responsibilities afforded to a president of a community college during this interim period while the President is on leave, and

BE IT FURTHER RESOLVED that the Board of Trustees extends its gratitude to Timothy Lever for serving as the Interim Officer in Charge.

Motion by T. Hamlin to approve Resolution #520-23 Re: Approval of Officer In Charge, seconded by P. Guenther and passed.

Vote:

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

RESOLUTION #521-23**RE: PRESIDENT ON LEAVE**

WHEREAS the Board of Trustees anticipates that the FMLA leave of President Quaintance will shortly expire; and

WHEREAS certain issues have come to the attention of the Board requiring further review,

NOW THEREFORE, BE IT RESOLVED that President Quaintance is placed on administrative leave with pay at the expiration of his FMLA leave.

Motion by S. Drobysh to approve Resolution #521-23 Re: President on Leave, seconded by P. Guenther and passed.

Vote:

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

ADJOURNMENT

Motion by S. Drobysh to adjourn the meeting at 5:31pm, seconded by P. Guenther and passed.

Vote:

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

Respectfully submitted,

P. Adams

Secretary to the Sullivan County Community College Board Trustees

Recorded by M. Caycho