

**MEETING OF THE SULLIVAN COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES FINANCE COMMITTEE
MINUTES
November 20, 2025**

TUSTEES PRESENT: S. Drobysh, S. Jaffe, T. Hamlin

TRUSTEE ABSENT: P. Guenther, N. Hackett

ALSO PRESENT: S. Welsh, N. Bloom, S. Johnson

S. Jaffe chaired the meeting and called the meeting to order at 2:36pm.

T. Hamlin will be serving in place of the board chair.

ACTION ITEMS:

Approval of the March 13, 2025, May 15, 2025, July 17, 2025, and September 19, 2025 meeting minutes:

Motion by S. Jaffe to accept and approve the minutes as a block by S. Drobysh, seconded by S. Jaffe and approved.

Vote:	P. Guenther	yes
	N. Hackett	absent
	S. Drobysh	yes
	S. Jaffe	yes
	T. Hamlin	yes

DISCUSSION ITEMS

a.) Enrollment Update

S. Johnson reported,

- Headcount is 1533, down 13 from last year.
- Total credit hours taken are 13, 903 which is an increase of 345 from last year
- Regular student headcount is 860, up 62 from last year
- College in the High School headcount is 662, which is down 75
 - Total credit hours taken is 4, 285 which is down 40 from last year.
 - Change in headcount is due to decrease offerings at Middletown.
- Our In-county headcount is 659, and 1147 with college in the high school.
- Sullivan Promise:
 - This year we received 179 applications, 136 are attending, and 102 are receiving funds. Out of the 102, 69 are freshman and 33 are returners.
 - Last year we had 116 recipients of funds, 89 freshman and 35 returners.
- Our FTE (Full-time equivalent) is 926.97.

D. Potash reported,

- The college is working on way to increase enrollment, improve retention and success.
 - The first-year experience committee is working on increased retention which will be part of our academic momentum initiative.

- There is a new academic schedule that has been approved for Fall 2026 which will increase opportunities for more Monday, Wednesday and Friday classes and time for club activities.
- Our Nursing program has grown and we will have a total of 135 students in the Spring.
- Our Direct Support Professional program has been approved to accept up to 30 students.
- We recently completed our CDL B training course, and the CDL A will be starting shortly.
- Our hybrid EMT program will begin over the winter.
- Working on a building and trades training that would be held at the BOCES campus.
- The workforce team will continue working with county organizations on the need in the training needs in the county.
- Our CAN program will run in the Fall, Spring and Summer and we currently have 30 students on the waitlist.
- We hired a student ambassador with funding from the foundation who will be working with Admissions.

b.) Financial Stability/Capital Project – Resolution #581-25

There was an error in the numbering of the Resolution on the agenda and it should be Resolution #581-25.

S. Welsh reported,

- The college has been collaborating with SUNY and the County on a possible capital project for the fieldhouse. The roof is currently in need of repairs.
- The project will address the leaking roof, abatement, drainage, improved fiber optics to increase network availability and an elevator.
- The current proposal also includes an accessibility assessment to help provide an overview of what needed to be done in future capital projects.

c.) 2024-2025 Audit

S. Welsh reported,

- The finance department is looking to begin the audit in the upcoming month.

EXECUTIVE SESSION

There was no executive session.

ADJOURNMENT

The motion to adjourn at 3:20pm by S. Drobysh, seconded by S. Drobysh, and approved.

Vote:	P. Guenther	yes
	N. Hackett	absent
	S. Drobysh	yes
	S. Jaffe	yes
	T. Hamlin	yes

Submitted by P. Guenther, Finance Committee Chair

Recorded by K. Gibson