

**MEETING OF THE SULLIVAN COUNTY COMMUNITY COLLEGE BOARD OF TRUSTEES
POLICY COMMITTEE MINUTES**

May 20, 2026

Trustees Present: A. Kane, Committee Chair, S. Jaffe (via phone)

Also Present: D. Potash, S. Welsh

The meeting was called to order at 10:32 am

Discussion Items:

- Beau's Law policy

This is a recently passed NYS law requiring colleges and universities, including SUNY campuses, to publicly share their policies regarding the notification of parents or guardians of students under 21 in cases involving alcohol or drug-related incidents. The law is intended to improve transparency and communication between colleges and families regarding student safety when there are substance-related issues. Colleges are also required to provide FERPA training to clarify when parental notification is permitted. The information will be incorporated into the Student Handbook and the college will look at ways to make sure that new students, and their families, are aware of the policy. This policy needs to be in place by July 1, 2026. This policy will be added to the BOT agenda for May.

- Policy# 2.01 Posthumous Award of Degree or Certificate

This policy outlines the criteria and process for awarding posthumous degrees or certificates to deceased students who were close to completing their program of study. Eligible students must have been matriculated, in good academic and disciplinary standing, and have completed at least half of their degree requirements. Requests may be initiated by a family member or the college with family consent, and approvals are made by the President or Vice President for Academic & Student Affairs. The college will incorporate this into the grief counseling process, in addition to it being part of a broader checklist to ensure grieving families receive all relevant information and support. This policy will be added to the BOT agenda for May.

- Grants Policy Update

For the college to update its policy on external funding (grants), a distinction between policy and practice needs to be spelled out. S. Welsh is drafting an External Funding process instructional guide and procedure that will outline the three stages of the grant process: seeking, receiving, and post-award management. The guide will be reviewed by Cabinet and then shared with the committee before going to the BOT. It will need to be reviewed regularly to ensure it remains current. S. Welsh would also like the information embedded on the website so employees can easily access the structure and process for applying for grants. Clarification on process and procedure will enable an updated policy on External Funding to be drafted and shared with the committee.

- Print Policy

The SUNY System-wide Print Resource Use Policy is a sustainability and cost-saving initiative designed to reduce paper waste. As part of implementation, colleges are called to assess printing devices across campus to identify high-use areas, review existing contracts, and develop an overall understanding of printer usage. Throughout this process, it is important to ensure that this policy

does not negatively impact students. A. Kane requested that S. Welsh include this as a budgetary item so updates and progress can be reported regularly to the BOT.

- SUNY's Systemwide Artificial Intelligence Policy Framework

All SUNY campuses are required to have local AI policy developed by December 31, 2026. SUNY Sullivan can adopt the SUNY model policy or create its own. D. Potash will bring this to President's Cabinet to start the discussions.

Adjournment:

There was a motion to adjourn the meeting by S. Jaffe at 11:18 am.

Respectfully Submitted,
Holly Rau