MINUTES
MEETING OF THE SULLIVAN COUNTY COMMUNITY COLLEGE
BOARD OF TRUSTEES
FARROW FAMILY FOUNDATION BOARD ROOM
September 17, 2026

TUSTEES PRESENT: T. Hamlin, Vice Chair, E. Galligan, Board Secretary, S. Drobysh, R. Dufour, A. Kane, R. Giles,

ABSENT: N. Hackett, Chair**,** P. Guenther, L. Holmes, S. Jaffe

ALSO PRESENT: D. Potash, S. Welsh, Dr. C. Massey, S. Johnson

T. Hamlin will be chairing the meeting.

T. Hamlin called the meeting to order @ 3:31pm.

TRUSTEE REPORTS

Student Trustee:

R. Giles reported,

- The semester is off to a strong start.
- Student engagement in events has increased.

Finance Committee:

S. Drobysh reported,

- The committee did not have quorum.
- Discussed the audit timeline and progress being made towards starting the audit is moving along.
- Reviewed Resolution #592-26 which is to account for the increase in prevailing wage and its affect on security costs.

Policy Committee:

A.Kane reported,

- Congratulated T. Hamlin for her award and the article in the democrat.
- The committee will be taking a look at the petty cash and travel policies to bring recommendation to the board for approval.

Student & Academic Affairs Committee:

E. Galligan reported,

- Headcount it up five students, while our FTE is remaining flat from last year.
- Housing is full.
- Will be holding a December graduation, upwards of 45 students have been identified as eligible for a December graduation.
- Academic Advising committee is meeting weekly to continue to develop structure.
- We have 110 students enrolled in Freshman Seminar which is a continuation of orientation. Students that are enrolled are first-time full-time students.
- Our ASAP advisor is currently working with 101 students.
- Justine Hoskin has been hired as our Interim Director of Workforce Development.

COMMUNITY FEEDBACK

There was no community feedback.

ACTION ITEMS

Approval of July 16, 2026 and August 3, 2026 Meeting Minutes.

Motion to accept and approve the July 16, 2026 & August 3, 2026 meeting minutes by R. Dufour, seconded by S. Drobysh and approved. No discussion.

Vote:

Steve Drobysh	yes	Theresa Hamlin	yes
Robert Dufour	yes	Lyman Holmes	absent
Ellen Galligan	yes	Susan Jaffe	absent
Paul Guenther	absent	Anthony Kane	yes
Nancy Hackett	absent	Rebecca Giles	yes

Approval of Resolution # 592-26 Re: Adoption of a Fee Schedule for the Use of College Facilities for Fiscal Year 2026-2027

Motion to approve Resolution #592-26 by S. Drobysh, seconded by, E. Galligan and approved. No discussion.

Vote:

Steve Drobysh	yes	Theresa Hamlin	yes
Robert Dufour	yes	Lyman Holmes	absent
Ellen Galligan	yes	Susan Jaffe	absent
Paul Guenther	absent	Anthony Kane	yes
Nancy Hackett	absent	Rebecca Giles	yes

RESOLUTION #592-26 **RE: ADOPTION OF A FEE SCHEDULE FOR THE USE OF COLLEGE FACILITIES FOR FISCAL YEAR 2026-2027**

WHEREAS: on July 16, 2026 the Board of Trustees adopted Resolution #590-26, entitled Adoption of a Fee Schedule for the use of the College Facilities for Fiscal Year 2026-2027; and

WHEREAS: the Board of Trustees has determined that it is necessary to amend the terms of the resolution to reflect the updated prevailing wage increase that was effective July 1st, 2026; and

WHEREAS: the Board of Trustees wishes to supersede Resolution #590-26 in its entirety and adopt this resolution in its place;

NOW, THEREFORE, BE IT RESOLVED, that Resolution #592-26, adopted September 17, 2026, supersedes and replaces in its entirety Resolution #590-26; and

THEREFORE, BE IT FURTHER RESOLVED: by the Board of Trustees of Sullivan County Community College that the fee schedule for the Use of College Facilities for Fiscal Year 2026- 2027 a copy of which is attached hereto and made a part hereof, is hereby approved.

Use of Facilities Fees for 2026-2027

Please note, prices do not include direct cost for college staff or special setups.

	Non Profit	*For Profit*
Classrooms	$50 per hour	*$70 per hour*
Computer lab facilities, including DL rooms	$75 per hour	*$95 per hour*
Grossinger Dining Room, Student Union	$75 per hour	*$95per hour*
Seelig Theatre, Café	$100 per hour	*$120 per hour*
Paul Gerry Field House	$150 per hour	*$200 per hour*
College Grounds including Parking Lots	$50 per hour	*$70 per hour*
Outdoor athletic facilities, including baseball field	$75 per hour	*$95 per hour*
*All events require cleaning during and after an event. (Minimum 1/2 hr required	$45 per hour/per person	*$45 per hour/per person*
*Security Guards (college staff are extra)	$48.26 per hour/per guard	*$48.26 per hour/per guard*

*Services will be billed as a separate cost

Additional services available upon request for an additional fee. Overtime may be an additional expense for services if an event exceeds a normal working shift

Approval of the 2026-2030 Strategic Plan

Motion to approve the Strategic Plan by S. Drobysh, seconded by, A. Kane and approved. No discussion.
Vote:

Steve Drobysh	yes	Theresa Hamlin	yes
Robert Dufour	yes	Lyman Holmes	absent
Ellen Galligan	yes	Susan Jaffe	absent
Paul Guenther	absent	Anthony Kane	yes
Nancy Hackett	absent	Rebecca Giles	yes

COLLEGE REPORT

Advising Academy

C. Massey reported,

- The Advising Academy is the implementation arm of Academic Momentum with a year-long, cross-functional structure that equips faculty and staff advisors to use evidence, support students earlier, and improve advising practice.
- The academy is the faculty and staff development structure that turns Academic Momentum priorities into advising practice.
    - Academic Momentum (AcMo) institutional student-success strategy focuses on gateway course completion, credit accumulation, fall-to-fall retention, and degree completion
    - The Advising Academy implementation structure, builds advisor knowledge, connects advisors to help, and uses evidence to improve practice to address the AcMo strategies.
- The College's baseline for each AcMo priority is:
    - Gateway Math – 47.5% completion and our target is 80%
    - Gateway English – 63.1% completion and our target is 80%
    - Credit accumulation (30+ credits in year one) – 12.8% and our target is 27.6%
    - Fall-to-Fall retention – 44.6% and our target is 58.4%

FACULTY COUNCIL REPRESENTATIVE TO THE BOARD REPORT

D. Weber reported,

- Curriculum changes for the Childhood Education program are moving forward.
- The Writer's Lounge is open and students have been using it.
- Students are very appreciative of the student spaces on campus.
- Freshman Seminar course is going well.
- Faculty Council will be revitalizing shared Governance in partnership with the Faculty Council of Community Colleges.
    - Faculty Council will begin with reviewing the bylaws and committees. Such as creating a budget committee, and revitalizing the assessment committee.
- The reduction is staffing due to retrenchments is causing some difficulties for both faculty and staff.
- Concerns with the new printer project and the reduction of printers on campus that may affect pedagogy.
- Fall II course are all online and currently full.

CHAIRMAN'S REPORT

T. Hamlin reported,

- Trustee Holmes has submitted his resignation from the board. Thanked Lyman for his years of service.
- Thanked everyone for all their hard work in seeking increase funding from the county.

PRESIDENTS REPORT

D. Potash reported,

- There is change happening to make the college more fiscally sustainable and responsible.
- The personnel changes have not been easy.
- Thanked the Board of Trustees for their approval of the Strategic Plan which is very beneficial in prioritizing college focus.
- The task this Fall is to develop the data sets to be able to develop KPI's. The KPI's will be brought before the board in early 2027.
- The 250th anniversary celebration today was great. There is a lot of activity in the fieldhouse.
- The Foundation's Sullivan Cup is tomorrow, Sept 18th at Roscoe Mountain Club. There are lots of great sponsors.
- Thanked Dr. Galligan for serving as the Board of Trustees Liaison to the SUNY Sullivan Foundation.

EXECUTIVE SESSION:

Motion to enter executive session to discuss pending litigation at 4:11pm by S. Drobysh, seconded by E. Galligan, and approved. No discussion

Vote:

Steve Drobysh	yes	Theresa Hamlin	yes
Robert Dufour	yes	Lyman Holmes	absent
Ellen Galligan	yes	Susan Jaffe	absent
Paul Guenther	absent	Anthony Kane	yes
Nancy Hackett	absent	Rebecca Giles	yes

Motion to resume regular session at 4:50pm by T. Hamlin, seconded by a. Kane and approved, No discussion.
Vote:

Steve Drobysh	yes	Theresa Hamlin	yes
Robert Dufour	yes	Lyman Holmes	absent
Ellen Galligan	yes	Susan Jaffe	absent
Paul Guenther	absent	Anthony Kane	yes
Nancy Hackett	absent	Rebecca Giles	yes

ADJOURNMENT

Motion to adjourn at 4:51pm by E. Galligan seconded by A. Kane, and approved. No Discussion.
Vote:

Steve Drobysh	yes	Theresa Hamlin	yes
Robert Dufour	yes	Lyman Holmes	absent
Ellen Galligan	yes	Susan Jaffe	absent
Paul Guenther	absent	Anthony Kane	yes
Nancy Hackett	absent	Rebecca Giles	yes

Respectfully submitted,

E. Galligan
Secretary to the Sullivan County Community College Board Trustees
Recorded by K. Gibson