**SUFFOLK COUNTY COMMUNITY COLLEGE**

**SUMMARY MINUTES OF THE BOARD OF TRUSTEES MEETING**

**MILDRED GREEN ROOM, BABYLON STUDENT CENTER,**

**AMMERMAN CAMPUS, SELDEN, NEW YORK**

**APRIL 17, 2014**

The meeting was held on Thursday, April 17, 2014 at 7:00 p.m. in the Mildred Green room of the Babylon Student Center on the Ammerman Campus in Selden, New York.

PRESENT:

Dafny Irizarry Chairwoman

Bryan Lilly Trustee/Secretary

Belinda Alvarez-Groneman Trustee

Gordon Canary Trustee

Arthur Cliff Trustee

James Morgo Trustee

Paul Pontieri Trustee

Theresa Sanders Trustee

Felipe Espitia-Cetina Student Trustee

Shaun L. McKay President

Mary Lou Araneo V.P. Institutional Advancement

Carla Mazzarelli V.P. of Academic & Student Affairs

Jeffery Pedersen V.P. for Planning & Institutional Effectiveness

Louis J. Petrizzo General Counsel

Gail Vizzini V.P. of Business and Financial Affairs

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The meeting of the Board of Trustees was convened at 7:00 p.m.

Chairwoman Irizarry requested a motion to adjourn the Board of Trustees meeting and call to order the meeting of the Board of Directors at 7:02 p.m. Trustee Cliff so moved, Trustee Pontieri seconded, motion was approved unanimously.

Chairwoman Irizarry called for a motion to adjourn the Board of Directors meeting and reconvene the Board of Trustees meeting at 7:05 p.m. Trustee Morgo so moved, Trustee Sanders seconded, and motion was approved unanimously.

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Chairwoman Irizarry noted there was a correction to the March 20, 2014 Board of Trustees meeting summary minutes. Chairwoman Irizarry requested the wording in paragraph two of page 8 to read: “Trustee James Morgo asks to be provided the timeline for when the College should expect a figure from the State and the County.” Chairwoman Irizarry requested a motion to approve the amended summary minutes for the March 20, 2014 meeting. Trustee Sanders so moved, Trustee Alvarez-Groneman seconded, Trustee Pontieri abstained. The motion carried, the minutes were approved.

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Chairwoman Irizarry introduced Vice President of Business and Financial Affairs, Ms. Gail Vizzini, to present the College Financial Report. VP Vizzini presented binders containing the 2014-2015 operating budget request which she explained needed to be submitted to Suffolk County the next day. She reported on the current 2013-2014 budget, the College is trending in the positive due to prudent fiscal management and restraint. With enrollment being flat and by keeping a rein on expenditures, revenue is better than anticipated in the budget. VP Vizzini asked for permission to walk the Board members through the crafting of the 2014-2015 Operating Budget. She noted that she and Dr. McKay had made several presentations to various committees and had also presented at the March meeting the magnitude of the budget's shortfall, and the options that had to be considered to pay for the increase in expenditures, amounting to $10.5 million, including a $9.5 million dollar budget gap and necessary appropriations to pay for the lease for the LIU private-public partnership operation.

VP Vizzini demonstrated the major categories of expenditures in the new budget request in comparison with the 2013-2014 adopted budget of $195 million. She referred to the increase in expenditures of $10.5 million or 5.4%. She explained the Personnel category includes sufficient funds for all contractual agreements currently in place to present increases for faculty and Exempts, as well as 4% for Guild. VP Vizzini noted the equipment category at $605,000 seemed to be trending to increase, but this figure was actually a better representation of expenditures in this area, now that the departments had been advised to allocate their budgets more accurately. She stated after the decrease in appropriations in this area two and a half years ago, departments had been doing budget transfers from other accounts into this category, so this higher figure was not an increase, simply a change. VP Vizzini stated the supplies also were reflecting a better representation of actual expenditures in that area. VP Vizzini also reviewed an excerpt from her budget gap presentation, pointing out that the overall increase in expenditures was related to permanent and part-time salaries, retirement, and a 13% increase in the premium that the County charges the College for health insurance.

VP Vizzini noted modest savings due to the College’s leased facilities’ lower payments, and added the College had also managed to bring down the expenditure for Workers' Compensation services. She stated the $2.5 million the President initially included for requests submitted from the departments, pertaining mainly to instructional equipment and supplies, was brought down to $1.5 million in light of the budget gap and other reasons.

VP Vizzini explained that, taking last year's budget and adding the increase in expenditures, plus LIU, the proposed operating budget comes to $205.5 million. She stated the labor category increase pertains to some of the College’s outside maintenance contracts for repairs and services not done in-house. She noted the magnitude of expense for recruitment and retention efforts in the past two years is reflected in the fact that enrollment is no longer leveling off, but rather very modestly trending upward. She noted that included in expenditures is the College’s snowplow equipment. The last two winters have been difficult and each campus has had to replace part of its aging fleet. She pointed out a few other items bringing the total to the $1.5 million.

VP Vizzini informed the Board that one of the ways the College had reduced the operating budget was by assessing the continuing needs for the new Life Sciences building and asking the Board to pass a resolution to expand the scope of the existing $28.5 million building, which currently has a contingency of $1 million in it, in order to purchase approximately $1.3 million in required equipment and other items that can be capitalized as they have a useful life of over five years. She stated this would have to go before the County and then before the State for their 50% share.

VP Vizzini explained that even if the College was able to achieve some reduction in the operating budget by its request to the County, the College would still have to come up with the revenue to cover the increase in expenditures and the shortfall in revenue, since the College did use $1.8 million from the reserve fund last year to balance the current year. She noted the committees had been presented various options in terms of major sources of revenue, and based on the recommendations of the budget and audit committee, the major assumptions in the operating budget were presented in the resolution now before the Board, directing the College to request a 2% increase in the County contribution to provide additional revenue of $780,000.

VP Vizzini stated because of the magnitude of the operating budget increases, it was necessary to increase tuition, reflected in a tuition increase of $125 per semester in the budget. She said on a part-time per credit basis this is a $10 increase, and on an annual basis an increase from $4,140 to $4,390. She reported the State aid per FTE was increased by $75, significantly less than the $150 threshold the College got last year and was hoping for again, and less than the $250 increase being requested by the community college presidents.

VP Vizzini explained the College is asking for an increase in the County contribution because over five years there was only one 1% increase in 2011-2012, which translates to an overall increase of 19/100ths of 1% over the five years. She stated this continued no-growth in County support is not sustainable; therefore, the resolution asks for a 2% increase as well as requesting dialog between the Board and the County administration on long-term planning for sustainable growth in the County contribution. She stated the sponsor’s share at Suffolk is 21.1% based on 2012-2013. She said on average, the comparative community colleges’ sponsor’s share is 28.9%.

VP Vizzini stated the likelihood of there being available appropriations at the State or County level to do this is slim, but it leaves the students with the burden of almost 50% of the net revenue. She said with the 2% County contribution and the $75 increase in State aid, students are still at 50%. She explained the 2% County contribution increases this revenue extremely modestly, to 23.8%, and this includes the use of the College’s reserve fund, and the State actually goes down a bit to 25.9%. She asked if there were any questions.

Trustee Morgo asked if VP Vizzini had a comparison of what percentage of operating budgets students of other community colleges contribute. VP Vizzini presented a chart, showing the College was number three on the chart. Chairwoman Irizarry asked what the student percentage should be according to the State regulations and VP Vizzini responded that it was one third. Chairwoman Irizarry asked if she was correct that the number would be 33% instead of 51% and VP Vizzini responded she was correct. Chairwoman Irizarry asked for confirmation that what the Board was seeing in this budget was that the students were contributing the largest share, from 49% to 51%. VP Vizzini confirmed. There was discussion among Trustees Morgo and Pontieri and VP Vizzini to clarify that Nassau County’s sponsor’s share is 34.9% and the students’ contribution is 43.3%.

Trustee Morgo asked VP Vizzini for confirmation that last year’s reserves were replaced and the amount the College is putting in the reserves. VP Vizzini replied yes, the reserve was replaced and due to prudent fiscal management and fairly robust enrollment, the current fund balances are $24.9 million. She stated that last year the College got a healthier increase from the State, no increase from the County and had a modest tuition increase, and that it was the first time in a long time that the Board authorized the use of $1.8 million to balance the budget. She acknowledged that use of reserves is always a “slippery slope” because it compounds itself. She reiterated that this year the College is asking for increases in County contribution and from the students, and is demonstrating a willingness to reduce the reserve by $4.3 million to balance the budget, estimating a reserve of $20.6 million. Ms. Vizzini confirmed to Trustee Pontieri that the College was still within the SUNY and Middle States guidelines of 10% to 15%, but noted the College is using $2.5 million more this year than last year.

Trustee Morgo commented that last year the College made up the $1.8 million, and it will be a lot more difficult to replace $4.3 million than $1.8 million. Trustee Pontieri suggested that without the storms and other extraordinary expenses, it might be easier to get to that point, and VP Vizzini commented that, yes, one can luck out. Trustee Pontieri stated the Board understands the resolution is needed going forward because taking more from the students is not the way the College does business. He agreed that having a minimum three-, or better, a five-year plan from the County would provide clarity as to what the College needs to do, and may reduce the dependency on reserves, which is for emergencies.

President McKay agreed, giving examples of how College expenditures and County revenue are moving in different directions, and said the resolution asking for at least a five-year commitment would allow a continuing discussion with the County to help work towards bringing that number down for the students. President McKay stated the College would continue to be fiscally prudent and examine what can be done internally because the one shot will have to be made up next year, if not this year. VP Vizzini presented information from the SUNY annual report showing the percentage of the total operating cost for various institutions in terms of their fund balance. She noted the fund balance at FIT is $55.6 million, or 32% of their total operating cost. Trustee Pontieri stated it would be interesting to see where the College’s pension costs were now. compared to 2005. in light of the zero contribution from the County and the State not doing anything while the pension costs are going up. VP Vizzini agreed. Trustee Pontieri asked how the College makes that number. VP Vizzini answered that it is a problem faced by many municipalities. She said that starting on or about 2008, with the onset of the recession, the portfolio of the pension fund plummeted and rates increased in order to make up the statutory threshold. She pointed out that many municipalities have the option to borrow for those monies, but the College pays its retirement bill to the County on time in December in cash, and is not part of that additional debt service or reserve fund requirement that the County has incurred.

Trustee Morgo asked VP Vizzini to go back to the reserve fund, asking if it is at $24 million plus, minus $4.3 million if the resolution is passed, what would the percentage be. VP Vizzini stated it would be close to 10% because it is 10% of the 200. Trustee Morgo asked if it is still all right and VP Vizzini answered yes, it’s $20.5 million and $30 million for the 15%. President McKay asked VP Vizzini to speak about the accounts receivable portion of the fund balance. VP Vizzini stated a significant portion, about $18 million or more, of the $24 million number is cash. She stated the College has money in the bank but does have about $7 million in liabilities. She said the College collects about a $1 million a year from people who owe the College money, adding that auditors looking at the 2013 fiscal statements recommended that $7 million might be a little too high. VP Vizzini stated that because of this, the College will probably ask the Board to write off $1 million in order to bring that number down to accounting and actuality standards, noting then the reserve would be $23.9 million.

Trustee Canary asked if the money people owed was uncollected tuitions and VP Vizzini answered yes. Trustee Canary asked what percentage of the $7 million this makes. Ms. Vizzini answered more than half, a significant portion, but didn’t have the precise number. Chairwoman Irizarry asked how long the College pursues collecting of the unpaid tuition. VP Vizzini replied there are processes in place whereby if one owes a certain threshold they cannot register or get a transcript, to encourage payment. She added the College does have a tuition payment plan where people can ease the burden, in three basic payments, but sometimes they don't make the second and third payment. VP Vizzini explained the College used to give up to 24 months before putting them in collection, but that has shrunk to about 12 months and towards the end of the 12 months, they're billed and then they get three letters stating what they owe, sent by the collection agencies, and after that they are in collections.

Chairwoman Irizarry asked VP Vizzini to confirm the time frame is about a year, and Ms. Vizzini said yes, explaining that after a year if the debt is not removed, that collections pursues them until the College decides what to write off. Trustee Sanders asked if there was a policy on the write-off. VP Vizzini answered there are accounting standards and whatever the amount shown in the accounts receivable is, there is an expectation that the College will be able to collect that over a three- or four-year period. She explained the College once had more than one collection agency, but now attorneys do the litigation and a collection agency does other parts, the College is trying to get back to having two collection agencies.

Trustee Canary stated he was always a proponent of the carrot versus the stick. He asked, when it comes down to really getting their attention, does the College have the ability to use the DMV and the State tax office. Ms. Vizzini stated there are some limitations, the collection agencies might have access; it is contracted out. Trustee Canary asked if the College knows if the collection agencies have the ability to do that and VP Vizzini replied she would have to get back to him. Trustee Canary continued that if it would take State legislation to enable them to do that, it might be something the College can consider doing. Trustee Canary stated the $7 million liability over many years is getting a little ridiculous; that it is found money, owed to the College for good services rendered, and he would like to see if the College possibly could attack that in a better way. With no further comments or questions, VP Vizzini thanked the Board and concluded her report.

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Chairwoman Irizarry paused to welcome Mr. Alan Schneider, Director of Civil Service for Suffolk County, to the meeting. Chairwoman Irizarry introduced Kevin Peterman, President of the Faculty Association to give his presentation. Mr. Peterman reported the Faculty Association members had voted and received an 89.5 % approval on the agreement with the College. He went on to acknowledge the challenge of addressing the needs of the College along with the needs of the faculty. Mr. Peterman acknowledged the support he received from his membership and noted it was a pleasure to work together for a common goal. Trustee Morgo asked Kevin Peterman to explain the effect of plus two and its expiration. Mr. Peterman explained the plus two agreed to in the last extension of the contract in 2010 saved the College a significant amount of money, over $700,000 a year. That was going to expire in August of 2014. The current contract went through August of 2015 with the class size provision of the plus two expiring this year. Without the new agreement, the College would have had a $700,000 additional cost.

Trustee Morgo asked Mr. Peterman to explain how the raises in this new agreement will not affect the 2014-2015 budget. Mr. Peterman stated the raises were agreed to in 2010, and the new contract takes the existing contract and adds four years on, starting in September 1st of 2015, therefore not effecting the 2014-2015 budget.

Chairwoman Irizarry asked Mr. Peterman to highlight the major points of the contract. Mr. Peterman first explained the College asked for paperless payroll which would save the College about half a million dollars a year, which is significant. Second, the College needs some relief with the starting of the work year, so new language was added to the new contract to allow that to happen. Raises would not take place until February. The salary increase will be 1.5% in 2015 which will be initiated in February 2016. Starting salaries have been frozen for the life of this new contract. Lastly, the union agreed to a tobacco-free campus. Mr. Peterman also stated the faculty would be in attendance for commencement and will continue to partner with the College.

Chairwoman Irizarry thanked Mr. Peterman for his report and acknowledged the financial savings for the College, as well as the joint effort to help the College become environmentally friendly.

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Chairwoman Irizarry requested a motion for the approval of College Resolutions 2014.28 through 2014.37. Trustee Alvarez-Groneman so moved, seconded by Trustee Lilly, the motion was approved unanimously.

**RESOLUTION NO. 2014.28 APPROVING MONTHLY SPONSOR SERVICES FOR SUFFOLK COUNTY COMMUNITY COLLEGE**

**WHEREAS**, the State University of New York Regulation No. 602.7 requires the Suffolk County Community College Board of Trustees to review and approve all Sponsor provided services and their estimated value in advance of the service being rendered, and

**WHEREAS**, the regulation also requires the approval of the payment of each Sponsor Service satisfactorily performed, and

**WHEREAS**, health insurance is considered a Sponsor Service, be it therefore

**RESOLVED**, that the health insurance payment to the County of Suffolk in the amount of $2,004,105.14 for the month of March 2014 (Attachment I) is hereby approved by the Board of Trustees

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**RESOLUTION NO. 2014.29 APPROVING ANNUAL SPONSOR SERVICES FOR SUFFOLK COUNTY COMMUNITY COLLEGE**

**WHEREAS**, the State University of New York Regulation No. 602.7 requires the Suffolk County Community College Board of Trustees to review and approve all Sponsor-provided services; and

**WHEREAS**, the regulation also requires the approval of the payment of each Sponsor Service satisfactorily performed, and

**WHEREAS**, Workmen’s Compensation and Liability Insurance are considered a Sponsor Service, and

**WHEREAS**, the College has already paid a portion of Liability in the amount of $259,609 pursuant to previous resolution be it therefore

**RESOLVED**, that the following charges for Sponsor Services totaling $1,650,913 for the College’s 2012-2013 fiscal year are hereby approved by the Board of Trustees.

1065 628300 Workman’s Compensation $1,055,374

729600 Transfer Liability 306,492

Administrative Charges 289,047

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**RESOLUTION NO. 2014.30 APPROVING BUDGET TRANSFERS**

**WHEREAS**, the Board of Trustees established a policy on the authorization of budget transfers, and

**WHEREAS**, according to that policy, the transfers on Attachment II must be authorized by Board resolution, and

**WHEREAS**, the President recommends the transfers on Attachment II as necessary for the operation of the College, be it therefore

**RESOLVED**, that the budget transfers shown as Attachment II are hereby approved.

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**RESOLUTION NO.2014.31 ACCEPTING A FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANT (FSEOG) FOR 2014-2015**

**WHEREAS**, Suffolk County Community College has applied to participate in the Federal Supplemental Educational Opportunity Grant Program as authorized under Subpart 2, Part A of Title IV of the Higher Education Act of 1965, and as amended by the Education Amendments,

**WHEREAS**, the application has been approved in the amount of $771,758, and

**WHEREAS**, amendments to the law became effective in October 1986 allowing a five percent administrative expense allowance based on total expenditures for FSEOG, be it therefore

**RESOLVED**, that the 2014-2015 Federal Supplemental Educational Opportunity Grant in the amount of $771,758 be accepted, and be it further

**RESOLVED**, that the Federal Supplemental Educational Opportunity Grant allotment be deposited in the appropriate accounts, after reducing that allotment with five percent of FSEOG expenditures as administrative expense being charged to the FSEOG account.

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**RESOLUTION NO.2014.32 ALLOCATING THE 2014-2015 FEDERAL SUPPLEMENTAL EDUCATIONAL OPPORTUNITY GRANT PROGRAM (FSEOG)**

**WHEREAS,** Suffolk County Community College is composed of three campuses, and

**WHEREAS**, the Financial Aid Office on each campus offers financial assistance via the Federal Supplemental Educational Opportunity Grants Program, be it therefore

**RESOLVED**, that the following distribution of 2014-2015 FSEOG funds is hereby approved:

Federal Supplemental Educational Opportunity Grants (FSEOG)

Original FSEOG Federal Allocation $771,758

Less: 5% Administrative Expense for Grants -$ 38,588

Remaining FSEOG Allocation for Student Grant Disbursement $733,170

Campus Distribution of FSEOG Student Grants

Ammerman Campus (46 %) $337,258

Grant Campus (40 %) $293,268

Eastern Campus (14 %) $102,644

Total of College Grants $733,170

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**RESOLUTION NO.2014.33 ACCEPTING A FEDERAL GRANT FOR THE 2014-2015**

**FEDERAL WORK STUDY PROGRAM (FWSP).**

**WHEREAS**, Suffolk County Community College has applied to participate in the Federal Work Study Program (FWSP) authorized under Part C of Title IV of the Higher Education Act of 1965 as amended by the Education Amendments, and

**WHEREAS**, the application has been approved in the amount of $414,259, and

**WHEREAS**, the federal regulations allow the sum of $75,000 or 10 percent of the allocation, whichever is less, to be set aside for the Job Locator & Development Program, and

**WHEREAS**, this federal grant must be matched by a 25 percent contribution, and

**WHEREAS**, amendments to the law became effective in October 1986 allowing five percent administrative expense allowance based on total student expenditures for FWSP, be it therefore

**RESOLVED**, that the Board of Trustees hereby accepts the total federal allotment of 2014-2015 Federal Work Study Program in the amount of $414,259, and be it further

**RESOLVED**, that $41,426 be set aside for Job Locator Program, with the College matching contribution of 20 percent to be provided by in-kind contributions, and be it further

**RESOLVED**, that the Federal Work Study Program’s five percent administrative allowance be charged against FWSP and deposited in the appropriate account, and be it further

**RESOLVED**, that the On-Campus Work Study Program shall continue to be matched by a 25 percent contribution by the College and that the Off-Campus Work Study Program be matched by a 25 percent contribution from the respective participating off-campus agencies, except for the Community Service Employment, and be it further

**RESOLVED**, that the off-campus agencies shall contribute their respective shares of Employer's FICA and Workmen's Compensation except for the Community Service Employment.

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**RESOLUTION NO.2014.34 APPROVING THE ALLOCATION OF THE 2014-2015**

**FEDERAL WORK STUDY PROGRAM (FWSP).**

**WHEREAS,** Suffolk County Community College is composed of three campuses, and

**WHEREAS**, the Financial Aid Office on each campus offers financial assistance via the Federal Work Study Program, be it therefore

**RESOLVED**, that the following distribution of the 2014-2015 Federal Work Study funds by campus is hereby approved.

Original FWSP Federal Allocation $414,259

Less: Transfer to Job Locator Program -41,426

Remaining CWSP Federal Allocation $372,833

Less: 5% Admin Expense Allowance of Campus Wages -23,302

Remaining FWS Allocation $349,531

Plus: 25% of Institutional Share of Student Wages +116,510

Total Student Wages Available $466,041

Campus Wage Distribution of Federal College Work Study Allocation

Ammerman Campus (46%) $214,379

Grant Campus (40%) $186,416

Eastern Campus (14%) $ 65,246

Total Campus Wage Distributions $466,041

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**RESOLUTION NO.2014.35 APPROVING A BUDGET INCREASE FOR THE NEW LIFE SCIENCE BUILDING ON THE AMMERMAN CAMPUS, CP2174**

**WHEREAS**, the construction the New Life Science Building on the Ammerman Campus is currently scheduled for substantial completion in September 2014, and

**WHEREAS**, the new building will house new laboratories and preparatory rooms that do not currently exist on the Ammerman Campus; and

**WHEREAS**, these new spaces require state of the art equipment for the various planned course offerings; and

**WHEREAS**, preliminary discussions with our local sponsor and the State indicate that a substantial portion of these equipment needs can be capitalized, and

**WHEREAS**, the construction bid submitted from J. Petrocelli Contracting included several add alternates which were not taken at the time of award, and

**WHEREAS**, Add Alternate No. 12 would add a rooftop photovoltaic system, and

**WHEREAS**, this photovoltaic system would supply over 60% of the buildings estimated electrical needs resulting in an annual operating budget savings of approximately $48,000, and

**WHEREAS**, this photovoltaic system is eligible for a one-time LIPA rebate estimated at $132,000, and

**WHEREAS,** this photovoltaic system furthers the College’s mission regarding sustainability and would be immediately useful as a dynamic, real-world instructional element of new College initiatives in renewable energy technologies and sustainability, and

**WHEREAS**, preliminary discussions indicate that sufficient State aid exists to fund 50 percent of the associated costs for the photovoltaic system and laboratory equipment, be it therefore

**RESOLVED**, that a budget increase in the amount of $1,300,000 to CP2174, the New Life Science Building on the Ammerman Campus, is hereby approved, and be it further

**RESOLVED**, that the College President is authorized and empowered to execute the necessary documentation, as approved by the College General Counsel, to request this authorized budget increase from our local sponsor, Suffolk County, and New York State.

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**RESOLUTION NO.2014.36 AWARDING A CONTRACT FOR THE FIELD HOUSE FLOORING RENOVATIONS IN THE HEALTH, SPORTS AND EDUCATION CENTER ON THE MICHAEL J. GRANT CAMPUS (CP 2149)**

**WHEREAS**, capital project No. 2149 has been approved by Suffolk County and the State of New York for funding, and funds have been appropriated by the Suffolk County Legislature, and

**WHEREAS**, public bids for the field house flooring renovations in the Health, Sports and Education Center on the Michael J. Grant campus were solicited and opened on April 16, 2014, and

**WHEREAS**, all bids were reviewed, and the qualifications of the lowest responsible bidder were evaluated by the College, be it therefore

**RESOLVED**, that the College President or his designee is authorized to enter into a contract for flooring renovations with Parsons Commercial, LLC for $749,800.00,upon such terms and conditions as shall be approved by the College General Counsel.

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**RESOLUTION NO.2014.37 AUTHORIZING A SUBAWARD AGREEMENT BETWEEN SUFFOLK COUNTY COMMUNITY COLLEGE AND THE RESEARCH FOUNDATION OF SUNY FOR PARTICIPATION IN A PROJECT ENTITLED “COLLABORATIVE RESEARCH: A NOVEL MULTIDISCIPLINARY, MULTI-CAMPUS UNDERGRADUATE MINOR TO ENHANCE STEM LEARNING IN ENERGY, SCIENCE TECHNOLOGY AND POLICY”**

**WHEREAS**, the Research Foundation of SUNY is in receipt of a grant award from the National Science Foundation to carry out a project entitled “Collaborative Research: A Novel Multidisciplinary, Multi-Campus Undergraduate Minor to Enhance STEM Learning in Energy, Science, Technology and Policy,” and

**WHEREAS**, Suffolk County Community College has been selected to receive $16,340.00 of said grant award to support the participation of students in this project, be it therefore

**RESOLVED**, that the College President is hereby authorized and empowered to execute a Research Subaward Agreement and any other required documentation, in such form as shall be approved by the College General Counsel, between the Research Foundation of SUNY and the College for participation in a project entitled “Collaborative Research: A Novel Multidisciplinary, Multi-Campus Undergraduate Minor to Enhance STEM Learning in Energy, Science, Technology and Policy.”

Project Director: Peter Maritato

No matching funds required.

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Chairwoman Irizarry stated the next three resolutions, 2014.38 through 2014.40 would be done separately. Chairwoman Irizarry requested a motion for the approval of resolution 2014.38 approving the budget for Suffolk County Community College for fiscal year 2014-2015.

Trustee Morgo asked for permission if he could discuss his report from the Budget & Audit Committee meetings which were related to resolution 2014.38. Trustee Morgo stated the Budget and Audit Committee meetings took place on Friday, April 11th and Wednesday, April 16th. He stated that at the meeting on Friday, the committee had operated with a lack of information, and that was rectified yesterday. He thanked Trustee Cliff, Chairwoman Irizarry and Trustee Lilly for attending the last-minute meeting. Trustee Morgo stated everyone who attended both meetings were not in favor of going into the reserves for $4.3 million dollars, or hitting the students with another tuition increase. He noted, $250 doesn’t sound like much unless you don’t have it. The committee believes the College has to remain affordable to students and the use of reserves to such a large degree is simply not sustainable. Trustee Morgo asked General Counsel Petrizzo to explain the State Education Law of 1/3 students, 1/3 state, 1/3 local sponsors. Mr. Petrizzo explained the one third, one third, one third applies to schools that are not colleges of opportunity, in other words, open enrollment colleges. In order to entice and help more colleges to become open enrollment colleges, the State adjusted the formula so the State's portion grew to 40 percent, the sponsoring county's portion receded to 26.7 percent and theoretically, the students stayed at the 33 and a third percent, which adds up to a hundred percent. That is what the College is supposed to be working under as a college of full opportunity. The State has the benefit of passing their budget and putting into their budget language to the effect that, notwithstanding any other law, this is the amount of money that is being allocated for the particular purposes described in this budget. The State has the ability to exempt themselves from the 40 percent. The County does not have that benefit; they cannot exempt themselves from State law and their contributions have not been up to what the New York State Education Law mandates. Trustee Morgo thanked Mr. Petrizzo for his explanation and then stated that although the Board does not like the idea of using such a large number of reserves, it appears there may not be a choice. He then went on to thank the Chairwoman, Trustee Cliff, the College Administration and the County for their efforts with the 2014-2015 budget.

Trustee Pontieri commented that with the cost of living, in general, once you look at the numbers, there was no choice. Chairwoman Irizarry reiterated it is a very serious situation and this is the most difficult budget time the College has had so far. She also pointed out as trustees, one of their fiduciary duties is to advocate for this budget to be sustainable and that means reaching out to the College’s sponsor. It was acknowledged by Trustee Morgo and President McKay that VP Vizzini and the entire finance team did a remarkable amount of work in a very, very small turnaround timeline. President McKay stated that the State was negotiating down to the wire and changing the numbers so they had to go through several budget models. President McKay went on to speak about enrollment, namely an Open House that produced approximately 1,000 students. He pointed out the College has initiated more frequent media advertising. He noted the students are a critical partner to the College and the College will have to advocate for those students because they live here, they work here and vote, as well.

Trustee Canary commented that he loved the idea of going forward with a committee to sit down with the County and start a long-range planning effort. He also suggested the College go to Albany once again to approach the State legislature for the upcoming budget. He would like to keep the dialogue open, not wait until the new year. Trustee Canary suggested the College come up with a concept to talk with all three levels of the State to get more money. Trustee Morgo asked if Dr. McKay or Ben Zwirn would talk about the efforts of the State. Dr. McKay stated the College has been meeting with representatives from the Senate, and the College has had students visit Albany. As president, he has worked with NYSUT and visited Albany many times with NYCCAP. The College has also worked with other trustees from across the state. President McKay stated that he, along with Ben Zwirn and Dr. Adams, has gone to Albany and met independently with representatives, and he has attended the presidents group meeting with representatives that are upstate, as well as downstate.

Trustee Morgo pointed out that the community colleges ask for $250 and Suffolk Community College received $150 last year and $75 this year. Trustee Canary stated he feels that with all of the efforts, the College is not succeeding and needs a strategy. Mr. Zwirn stated he met with the state delegation right after the Governor’s budget was released and spoke about FTE funding getting an increase; getting the subsidies for child care back on the campuses; and getting the College’s renewable energy project, which the Governor had left out of his budget. There was no increase in the FTE funding in the Governor's budget, child care subsidies had been eliminated and all the projects, except for infrastructure at the community colleges, have also been eliminated. Mr. Zwirn stated that at his first meeting with the Assembly delegation, he was told the College wouldn't get the renewable energy building, that only infrastructures would be there and that it would be a hard sell on FTE funding. Senator LaValle pushed on the Senate side. He asked for $200 in FTE increase over the $150, just short of $250, and he got all the projects back for all the community colleges, including Suffolk County, on the Senate side. The assembly came back with a $50 increase in FTE. The College’s projects were back, child subsidies were put back in, but $50 was almost insulting. Mr. Zwirn continued that he contacted the State delegation again, asking the Assembly to move the FTE funding up closer to where the Senate was. The result was a $25 increase. This meant that between last year and this year, the College lost $1.5 million in FTE funding which is reflected in the budget. When SUNY was questioned as to why this happened, an answer was given that since the CUNY schools are dominated by members of the Assembly from New York City, they were not advocating this year. Mr. Zwirn stated that SUNY indicated that there was a turnover in the administration in the City and they weren't getting the kind of pressure from the City members to get the FTE funding done.

Mr. Zwirn noted Kevin Peterman and his group had done a great job in working together with the College to lobby the same people from funding. Mr. Peterman addressed the Board, stating that he liked Trustee Canary’s suggestion, and this, in fact, has already been taking place. In the fall, the community college union presidents and the college presidents meet together to come up with a strategy about what they would both like accomplished. He stated both groups work well together.

Dr. McKay introduced the following students that attended a trip to Albany: Ms. Vanessa Cordova, Mr. Greg Menta and Mr. Jorge Vasquez, President of the Student Government Association, all representing the Grant Campus. Each spoke about his/her experience in Albany and speaking with Senator LaValle. The Chairwoman thanked them all for their advocacy.

Chairwoman Irizarry requested a motion for approval of College Resolution 2014.38. Trustee Sanders so moved, seconded by Trustee Morgo, the motion was approved unanimously.

**RESOLUTION NO. 2014.38 APPROVING THE BUDGET FOR SUFFOLK COUNTY COMMUNITY COLLEGE FOR FISCAL YEAR 2014-2015**

**WHEREAS,** the provisions of the New York State Education Law and regulations adopted in accordance with such law direct the Boards of Trustees of New York Community Colleges, subject to the approval of the State University Trustees, to prepare, approve and implement budgets, and

**WHEREAS**, Suffolk County Community College has developed its Operating Budget setting forth the budget total for the 2014-2015 fiscal year, and

**WHEREAS**, the 2014-2015 budget includes necessary amounts for meeting the operational needs of the College, and includes sufficient amounts for collective bargaining agreements, and

**WHEREAS**, the State commitment for base aid per full-time equivalent (FTE) has been increased by $75.00 from $2,422 to $2,497 per FTE, and

**WHEREAS**, the College is submitting its Operating Budget for the 2014-2015 fiscal year to the Suffolk County Legislature and the Suffolk County Executive’s office as per the Memorandum of Understanding, and

**WHEREAS**, the sponsor contribution has been relatively flat over the past five years, increasing once by one percent in 2011-2012 and

**WHEREAS**, the College Board of Trustees is requesting an increase in County support of two percent to the College for 2014-2015, and

**WHEREAS,** it is the desire of the Board of Trustees to engage in discussion with our County sponsor for a long term plan for sustainable sponsor support to meet the mutual goal of keeping tuition affordable at Suffolk County Community College, and

**WHEREAS**, in order to balance this budget, the Board of Trustees has determined that it will be necessary to increase annual tuition by $250.00, and

**WHEREAS**, the Board of Trustees has determined to access the Community College Fund Balance Reserve Fund to balance the budget, therefore, be it

**RESOLVED**, that the Board of Trustees hereby approves an Operating Budget for fiscal year 2014-2015 in the amount of $205,545,212 for operations and $2,831,483 for grants, and be it further

**RESOLVED**, that the annual tuition charges will increase from $4,140 to $4,390 per year for full-time resident students and from $173 to $183 per credit for part-time resident students, and be it further

**RESOLVED**, that the 2014-2015 operating budget shall include a transfer from the Community College Fund Balance Reserve in the amount of $4,351,692, and be it further

**RESOLVED**, that annual tuition and fees as provided in Resolution No. 2014.39 are to be included in the College budget for the fiscal year 2014 - 2015.

Total Appropriations: $208,376,695

Operation Appropriations: $205,545,212

Grant Appropriations: $2,831,483

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Chairwoman Irizarry called for a motion to approve College Resolution 2014.39, amending resolution number 2013.25, adopting a tuition and fee schedule for 2014-2015. Trustee Morgo so moved, seconded by Trustee Sanders, motion was approved unanimously.

**RESOLUTION NO.2014.39 AMENDING RESOLUTION NO. 2013.25, ADOPTING A TUITION AND FEE SCHEDULE FOR 2014-2015**

**WHEREAS,** by Resolution No.2013.25 the Board adopted a Tuition and Fee Schedule for 2013-2014, and

**WHEREAS**, the College has reviewed its Tuition and Fees schedules and recommends that, with the following changes, the Tuition and Fee Schedule be approved for the 2014-2015 academic year, be it therefore

**RESOLVED**, the following changes in the Tuition and Fee schedule be approved:

**Full-time Students** Fall Spring

2014 2015

Tuition, Residents $2,195 $2,195

Tuition, Non-Resident $4,390 $4,390

**Part-time Students** Fall Spring

2014 2015

Tuition, Residents (per credit) $183 $183

Tuition, Non-Resident $366 $366

And be it further

**RESOLVED**, that English as a Second Language Fee charges will increase commensurate with the increases in full-time resident student tuition as shown on the attached Tuition and Fee Schedule (Attachment III), and be it further

**RESOLVED**, that the student Tuition and Fee Schedule (Attachment III) is hereby approved and adopted for fiscal year 2014-2015.

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Chairwoman Irizarry requested a motion to approve College Resolution 2014.40, approving the agreement among the College, the County of Suffolk and the Faculty Association of Suffolk Community College. Trustee Canary so moved, seconded by Trustee Morgo, motion was approved unanimously.

**RESOLUTION NO. 2014.40 APPROVING THE AGREEMENT AMONG THE COLLEGE, THE COUNTY OF SUFFOLK AND THE FACULTY ASSOCIATION OF SUFFOLK COMMUNITY COLLEGE**

**WHEREAS,** the College, the County of Suffolk and the Faculty Association of Suffolk Community College have reached an Agreement covering the terms and conditions of employment for the period extending from September 1, 2015 to August 31, 2019, and

**WHEREAS**, said Agreement has been set down in a Stipulation of Agreement (Attachment IV), and

**WHEREAS,** such Agreement has been ratified by the Faculty Association of Suffolk Community College, and

**WHEREAS,** the College President recommends the approval of this Agreement, be it therefore,

**RESOLVED,** that the Agreement among the College, County of Suffolk and the Faculty Association of Suffolk Community College be and the same is hereby approved.

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Chairwoman Irizarry requested a motion for the approval of College Resolution 2014.41, the Board of Trustees request for a long term plan for sustainable sponsor support for the College. Trustee Morgo so moved, Trustee Cliff seconded, the motion was approved unanimously.

**RESOLUTION NO. 2014.41 SENSE OF THE BOARD OF TRUSTEES RESOLUTION REQUESTING A LONG TERM PLAN FOR SUSTAINABLE SPONSOR SUPPORT FOR THE COLLEGE**

**WHEREAS,** Suffolk County Community College (the “College”) is required to submit a balanced operating budget to the County Executive and the County Legislature for the County of Suffolk , and

**WHEREAS,** the County of Suffolk as the County Sponsor for the College has certain statutory obligations under the New York State Education Law, and

**WHEREAS,** the Sponsor contribution to the College have been relatively flat over the past 5 years increasing only once by 1% in the 2011- 2012 academic year, and

**WHEREAS,** the Board of Trustees and its predecessors has been cognizant of the financial difficulties of the County since 2008 and,

**WHEREAS**, any shortfall in College revenues can only be made up by an increase in tuition because the College has no other source of revenues other than the allocations provided to it by the State of New York and the County of Suffolk, now therefore be it,

**RESOLVED,** that the Board of Trustees of Suffolk County Community College respectfully requests an opportunity to engage in discussion with our County Sponsor for a long term plan for sustainable sponsor support to meet the mutual goal of keeping tuition affordable at Suffolk County Community College, and be it

**FURTHER RESOLVED**, that the Secretary of the Board is directed to forward a copy of this resolution to the Suffolk County Executive and to the Presiding Officer of the Suffolk County Legislature, and each member of the County Legislature for their consideration and attention.

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Chairwoman Irizarry moved onto the Committee Reports. Chairwoman Irizarry called for the Student Success Committee report. Trustee Sanders reported on the Student Success Committee, stating there was a meeting on April 9th with Dr. Mazzarelli and Dr. Adams in attendance, along with Chairwoman Irizarry, Trustee Canary and Student Trustee Cetina. The committee discussed the assessment updates for academic and student affairs, deferred action, the association resolution and the tobacco-free policy that has been passed by the County. Vice President Vizzini joined the meeting with a presentation, and the committee’s major concern was an increase in tuition. The committee was presented with all of the budget options. Trustee Sanders expressed that the trustees would like talking points so that when the opportunity arises that they are with politicians, state and local, they can discuss budget and other concerns. Dr. Pedersen also presented on Middle States and the committee felt comfortable with what was presented, and they also felt the College is ready with evidence to show that the College is meeting Middle States expectations. In conclusion, Trustee Sanders spoke about the initiative replicating the Hampton Bays program, in that the College is moving forward with Riverhead, Brentwood and Central Islip to increase the relationship with high schools to help advance the institutional goals. She also stated that the committee was pleased with the results of the Open House.

Chairwoman Irizarry called for the Facilities and Technology Committee report. Trustee Lilly stated there was nothing to report.

Chairwoman Irizarry stated the Advocacy Committee was still without a Chair and asked that if anyone was interested, to please contact her. Trustee Canary stated the legal opinion from the ethics committee at his current position with the Senate does not allow him to participate with the Budget and Advocacy Committees. He would however, like to be on the Facilities and Technology committee.

Chairwoman Irizarry called for the Personnel Committee. Trustee Pontieri stated it was the time of year to begin the process of the Presidential Evaluation.

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Chairwoman Irizarry moved onto her report. Chairwoman Irizarry thanked President McKay for his leadership, and for his guidance to his staff. She noted it had been a very difficult month, and thanked Dr. McKay and his staff for outstanding execution, noting his strengths show when it comes to collaboration with all the constituents in the region. Chairwoman Irizarry thanked VP Vizzini, John Bullard, and all of the members of Dr. McKay’s staff for continuously helping the Board to understand information they need to make the decisions that are best for the College and the region. She also thanked Kevin Peterman for his work on the contract. It was announced that the self-assessment for the Board of Trustees will take place in May. Chairwoman Irizarry also suggested the Board consider a name change for the Committee of Budget and Audit to be “Budget and Finance.” Trustee Morgo noted there needed to be a resolution put forth to change the name of the committee.

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Chairwoman Irizarry called for the President’s Report. Dr. McKay started by asking Dr. Pedersen to give an update on Middle States. Dr. Pedersen stated the Middle States team would be arriving on Wednesday, April 23rd and will visit the College on Thursday, April 24th. He described the timeframe of the visit beginning with meetings with President McKay and the monitoring report team. He stated that the team will be able to show evidence of compliance for Standard 7 and Standard 14. There will also be visits with Executive Deans, the AES groups, academic groups, and the Executive Council, all of whom have had preparatory meetings for the visit. Dr. Pedersen also asked Dr. Adams to have some students available to meet with the small group, since students are the College’s best advocates. After the final meeting on Thursday afternoon with the Board of Trustees, the group will create their report to be presented on Friday morning at 9:30 which will be simulcast to both the Eastern Campus and the Michael J. Grant Campus. Dr. Pedersen concluded his report by stating the SUNY advocate has been in contact with him and was very supportive.

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Chairwoman Irizarry moved onto the Roundtable session. Trustee Pontieri stated he received a call from AVP John Lombardo about a business in the Village of Patchogue, the Upper Yacht. They build 42-foot catamarans. They are the only builder of this class of catamaran in the country. What AVP Lombardo is looking to do is join Upper Yachts with Michael Moore's company, Fiberglass Fabrication. Trustee Pontieri explained that the company is talking about moving down to Carolina, but he would like to keep them in Patchogue and find a unique way of doing job-sharing, job training. AVP Lombardo explained that this could be a unique opportunity that will help train workers in two different disciplines, namely aerospace and defense. He also stated that there are several companies in the aerospace and defense side who need this type of composite technician and boat building. This company has seven ships in backlog and this could tie in with the Governor's new program of global New York because five of the seven ships are to be exported to Europe and to Australia. AVP Lombardo explained that this is a unique opportunity since the College has engaged this industry from the service side with a company called Sea Tow, which is a global service provider for ships. With a billion dollar-plus industry in the marine area on Long Island, it's another opportunity for the College to provide very relevant training based on the skill gaps in this area. Trustee Pontieri pointed out that this company is already working with Empire State Development and CFA and that he has been in contact with the Industrial Development Agency in Brookhaven. The goal is to keep the jobs and keep the businesses on Long Island. Between the CFA application and the IDA, funding will be provided, jobs will be kept on the Island, marine property will remain on the Island and the College will train.

Trustee Alvarez-Groneman gave an update from the Foundation Board relating to the Gala, reporting that approximately 400 people are attending with 100% attendance from the Board of Trustees. She also suggested that since she is a member of the Foundation Board, that she could give reports at future Board of Trustee meetings. Before closing, Trustee Alvarez-Groneman also commended Rick Guarino and the Foundation staff for doing a good job.

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With no further comments, Chairwoman Irizarry called for a motion to enter into executive session to discuss the employment history of a particular college employee at 8:27 p.m. Trustee Sanders so moved, seconded by Trustee Morgo, the motion was approved unanimously.

Chairwoman Irizarry called for a motion to adjourn the Board of Trustees meeting at the conclusion of the Executive Session at 9:13 p.m. Trustee Morgo so moved, Trustee Lilly seconded, the motion was approved unanimously.

With no further action, the meeting of the Board of Trustees was adjourned at 9:13 p.m. The Board of Trustees next meeting is May 15, 2014 at 4:00 p.m. in the Lecture Hall, of the Montaukett Learning Resource Center, on the Eastern Campus, in Riverhead, New York.

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Respectfully submitted,

Bryan Lilly

Secretary