

BOARD OF TRUSTEES
April 15, 2021

- Item 1 RESOLUTION NO. 2021.16 - Approving Monthly Sponsor Services for Suffolk County Community College**

- Item 2 RESOLUTION NO. 2021.17 - Approving Budget Transfers**

- Item 3 RESOLUTION NO. 2021.18 - Authorizing the Acceptance of a Gift from the Suffolk Community College Foundation**

- Item 4 RESOLUTION NO. 2021.19 - Authorizing the Acceptance of a Gift from the Suffolk Community College Foundation**

- Item 5 RESOLUTION NO. 2021.20 - Amending the College Budget for a Grant Award Increase from the State University of New York (SUNY) for the Distribution of New Open Educational Resource (OER) Funding**

- Item 6 RESOLUTION NO. 2021.21 - Amending the College Budget for a Perkins V Career and Technical Education Act Program Grant**

- Item 7 RESOLUTION NO. 2021.22 - Amending the College Budget for a Grant Award Increase from the State University of New York for a SUNY Child Care Program**

- Item 8 RESOLUTION NO. 2021.23 - Approving the Budget for Suffolk County Community College for Fiscal Year 2021-2022**

- Item 9 RESOLUTION NO. 2021.24 - Adopting a Tuition and Fee Schedule for 2021-2022**

ITEM 1

RESOLUTION NO. 2021.16 - 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 \$3,140,063.21 for the month of March 2021 (*Attachment I*) is hereby approved by the Board of Trustees.

Board of Trustees
 April 15, 2021
 Attachment I

INVOICE

Suffolk County Employee Medical Health Plan

County of Suffolk
 William J. Lindsay Complex
 725 Veterans Memorial Highway, Bldg. 158
 Hauppauge, NY 11788

DATE: March 18, 2021
INVOICE No.: 21-003
FOR: EMHP of Suffolk County
 SCCC Insurance Premium Due
 SCCC Employee Contributions Due
 Fund 818

Bill To:
 Jamie Hahn
 Suffolk County Community College - Business & Financial Affairs
 FML Rm. 232, College Road
 2 North Tamiami Trail, Suite 602
 Selden, NY 11784

| Health Insurance Coverage | Premium | # Employees | Total |
|--|----------|-------------|-----------------------|
| EMHP Indiv. | 907.60 | 556 | 504,625.60 |
| EMHP Family | 2,138.31 | 1189 | 2,542,450.59 |
| Leave Adjustments | | | |
| EMHP Indiv. | 907.60 | 1 | 907.60 |
| EMHP Family | 2,138.31 | 5 | 10,691.55 |
| Surviving Spouse CCR | | | |
| | 907.60 | 4 | 3,630.40 |
| HMO's | | | |
| HIP Indiv. | 1351.84 | 1 | 1,351.84 |
| HIP Family | 3,312.00 | 1 | 3,312.00 |
| March 2021 Premium Due: | | 1757 | 3,066,969.58 |
| EMPLOYEE HEALTH INSURANCE CONTRIBUTIONS | | | |
| 2021 Payroll 5, Time Period: 2/22/21 - 3/7/21 | | | 73,093.63 |
| Employee Insurance Contributions Due: | | | 73,093.63 |
| Total Due: | | | \$3,140,063.21 |

Payments are to be remitted to Suffolk County via wire transfer within thirty (30) days of this invoice.

If you have any questions concerning this invoice, please call Brooke Deere @ 631-853-4777 or e-mail brooke.deere@suffolkcountyny.gov.

THANK YOU

ITEM 2

RESOLUTION NO. 2021.17 - Approving Budget Transfers

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

WHEREAS, according to said policy, budget transfers must be authorized by a resolution adopted by the Board of Trustees, and

WHEREAS, the Vice President for Business and Financial Affairs recommends the budget transfers on *Attachment II* as necessary for the operation of the College, be it therefore

RESOLVED, that the budget transfers shown on *Attachment II* are hereby authorized and approved.

**Suffolk County Community College
Budget Transfer List
As of April 9, 2021**

| <u>DOCUMENT #</u> | <u>FUND</u> | <u>ORG</u> | <u>ACCOUNT</u> | <u>DESCRIPTION</u> | <u>TRANSFER</u> | | <u>REASON</u> |
|-------------------|-------------|------------|----------------|-------------------------------------|-----------------|-----------|--|
| | | | | | <u>FROM</u> | <u>TO</u> | |
| J0038479 | 181800 | C66001 | 713650 | Repairs & Maint Buildings & Grounds | 12,000 | | to purchase methanol for the sewage treatment plants |
| | 181800 | C66001 | 713360 | Chemicals & Agents Non-Lab | | 12,000 | |
| J0038505 | 181800 | C69001 | 713651 | Maintenance Contracts | 17,304 | | to purchase 3 electrical vehicle charging stations. NYS Rebate in the amount of \$24,000 expected |
| | 181800 | C63501 | 712500 | Other Equipment | | 17,304 | |
| J0038506 | 181800 | C89001 | 713160 | Computer Software | 30,000 | | for repairs and maintenance |
| | 181800 | C86801 | 714010 | Infrastructure- Telephone | | 30,000 | |

ITEM 3

RESOLUTION NO. 2021.18 - Authorizing the Acceptance of a Gift from the Suffolk Community College Foundation

WHEREAS, the Suffolk Community College Foundation, Inc. is the recipient of refrigeration equipment from Long Island Cares, Inc. / The Harry Chapin Food Bank, valued at \$5,208, as awarded under a capital equipment grant, and

WHEREAS, the Foundation wishes to further donate this equipment to Suffolk County Community College for use in the Michael J. Grant Campus Food Pantry, and

WHEREAS, the Office of Student Affairs on the Grant Campus has been consulted and has indicated a need for this equipment for the benefit of students and their families, be it therefore

RESOLVED, that the Board of Trustees hereby authorizes the College's acceptance of refrigeration equipment, valued at \$5,208, from the Suffolk Community College Foundation, Inc., for use in the Michael J. Grant Campus Food Pantry.

ITEM 4

RESOLUTION NO. 2021.19 - Authorizing the Acceptance of a Gift from the Suffolk Community College Foundation

WHEREAS, the Suffolk Community College Foundation, Inc. is the recipient of three Stryker Stair Chairs from the North Babylon Fire Company, valued at \$11,400, and

WHEREAS, the Foundation wishes to further donate this equipment to Suffolk County Community College for use on the College campuses, and

WHEREAS, the Office of Fire and Public Safety and the Campus Executive Deans have been consulted and have indicated a need for this equipment for the benefit of the College community, be it therefore

RESOLVED, that the Board of Trustees hereby authorizes the College's acceptance of three Stryker Stair Chairs, valued at \$11,400, from the Suffolk Community College Foundation, Inc., for use on the College campuses.

ITEM 5

RESOLUTION NO. 2021.20 - Amending the College Budget for a Grant Award Increase from the State University of New York (SUNY) for the Distribution of New Open Educational Resource (OER) Funding

WHEREAS, the 2020-2021 College operating budget provides \$73,139 of remaining funds from the State University of New York (SUNY) for the distribution of the Open Educational Resource (OER) Funding, for the period of September 1, 2020 through June 30, 2021, and

WHEREAS, the grant award has been increased by \$7,692, bringing the total amount of the grant award to \$80,831, and

WHEREAS, it is necessary to amend the 2020-2021 College operating budget in the amount of \$7,692 to provide for the increase in the grant award, and

RESOLVED, that the 2020-2021 College operating budget be amended to reflect an increase in the amount of \$7,692 from the State University of New York (SUNY) for the distribution of new Open Educational Resource (OER) Funding, and the College Interim President or his designee is authorized to execute a contract, with the administering agency, upon such terms and conditions as shall be approved by the College's Office of Legal Affairs.

Project Director: Paul Beaudin, Ph.D., Vice President for Academic and Student Affairs

Note: No full-time positions

ITEM 6

RESOLUTION NO. 2021.21 - Amending the College Budget for a Perkins V Career and Technical Education Act Program Grant

WHEREAS, the 2020-2021 College operating budget provides \$804,678, including indirect costs, from the NYS Education Department for the Carl D. Perkins Strengthening Career and Technical Education for the 21st Century Act (Perkins V CTEA) Program for the period of July 1, 2020 through June 30, 2021, and

WHEREAS, the award has been increased by an additional amount of \$288,066, bringing the total amount of the grant award to \$1,092,744, including indirect costs, and

WHEREAS, matching funds are not required, be it therefore

RESOLVED, that the 2020-2021 College operating budget be amended to reflect an increase in the amount of \$288,066, including indirect costs of \$12,861, from the NYS Education Department for the Carl D. Perkins Strengthening Career and Technical Education for the 21st Century Act (Perkins V CTEA) Program, and the College Interim President or his designee is authorized to execute a contract with the administering agency, upon such terms and conditions as shall be approved by the College's Office of Legal Affairs.

Project Director: Dr. W. Troy Tucker, College Associate Dean of Sponsored Programs

ITEM 7

RESOLUTION NO. 2021.22 - Amending the College Budget for a Grant Award Increase from the State University of New York for a SUNY Child Care Program

WHEREAS, the 2020-2021 College operating budget provides \$201,000 from the State University of New York for a SUNY Child Care Program, and

WHEREAS, this grant supports the provision of quality child care services at the Ammerman and Michael J. Grant Campuses, and

WHEREAS, the grant award has been increased by \$5,028, bringing the total amount of the grant award to \$206,028, and

WHEREAS, it is necessary to amend the 2020-2021 College operating budget in the amount of \$5,028 to provide for the increase in the grant award, and

RESOLVED, that the 2020-2021 College operating budget be amended to reflect an increase in the amount of \$5,028 from the State University of New York for a SUNY Child Care Program, and the College Interim President, or his designee, is authorized to execute any required documentation with the administering agency.

Project Director: Barbara E. Hurst, Director of Business Affairs, SCC Association

Note: No in-kind contribution required

ITEM 8 - UPDATED

RESOLUTION NO. 2021.23 - Approving the Budget for Suffolk County Community College for Fiscal Year 2021-2022

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 2021-2022 fiscal year, and

WHEREAS, the 2021-2022 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 decreased to 98% of last year's FTE funding, and

WHEREAS, the College is submitting its Operating Budget for the 2021-2022 fiscal year to the Suffolk County Legislature and the Suffolk County Executive's office as per the Memorandum of Understanding, and

WHEREAS, the Budget and Finance Committee of the Board of Trustees has carefully reviewed all the facts and circumstances attendant to the College's proposed 2021-2022 Operating Budget, and after due deliberation, is in support of the determinations made herein,

WHEREAS, the College Board of Trustees is requesting an increase in County support of 3% or \$1,343,383 to the College for 2021-2022 in order to freeze current tuition, and

WHEREAS, the Board of Trustees seeks a sustainable level of sponsor support to meet the mutual goals of keeping higher education attainable to the residents of Suffolk County and tuition affordable at Suffolk County Community College, and

WHEREAS, the Board of Trustees has determined that it will not raise tuition rates for the 2021-2022 Academic Year, and

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

RESOLVED, that the Board of Trustees hereby approves an Operating Budget for fiscal year 2021-2022 in the amount of \$208,296,316 for operations and \$3,932,764 for grants, and be it further

RESOLVED, that the annual tuition charges will remain the same at \$5,470 per year for full-time resident students and \$228 per credit for part-time resident students, and be it further

RESOLVED, that the 2021-2022 operating budget shall include a transfer from the Community College Fund Balance Reserve in the amount of \$4,780,594 and be it further

RESOLVED, that annual tuition and fees as provided in Resolution No. 2021.24 are to be included in the College budget for the fiscal year 2021-2022.

| | |
|---------------------------|---------------|
| Total Appropriations: | \$212,229,080 |
| Operation Appropriations: | \$208,296,316 |
| Grant Appropriations: | \$3,932,764 |

ITEM 9 - UPDATED

RESOLUTION NO. 2021.24 - Adopting a Tuition and Fee Schedule for 2021-2022

WHEREAS, the College recommends that there be no increase to tuition for the 2021-2022 academic year, and

WHEREAS, it is recommended that the Tuition and Fee Schedule be approved for the 2021-2022 academic year, be it therefore

RESOLVED, that the following Tuition and Fee schedule be approved:

| Full-time Students | <u>Fall 2021</u> | <u>Spring 2022</u> |
|---------------------------------|----------------------|------------------------|
| Tuition, Residents | \$2,735 | \$2,735 |
| Tuition, Non-Resident | \$5,470 | \$5,470 |
| | | |
| Part-time Students | <u>Fall 2021</u> | <u>Spring 2022</u> |
| Tuition, Residents (per credit) | \$228 | \$228 |
| Tuition, Non-Resident | \$456 | \$456 |

And be it further

RESOLVED, that the student Tuition and Fee Schedule (*Attachment III*) is hereby approved and adopted for fiscal year 2021-2022.

**Board of Trustees Meeting
April 15, 2021**

TUITION AND FEES FULL-TIME STUDENTS

| | 2020/2021 | 2021/2022 |
|--|------------------------------------|--|
| Tuition, Residents | \$2,735 per semester | \$2,735 per semester |
| Tuition, Non-Residents | \$5,470 per semester | \$5,470 per semester |
| Tuition Deposit (Applied to tuition but non-refundable) | \$100 | \$100 |
| Tuition Payment Plan | \$50 per semester | \$50 per semester |
| Administrative Collection Fee | \$100 | \$100 |
| Application Fee (non-refundable) | \$40 | \$40 |
| Applied Music Fee | \$450 per semester | \$450 per semester |
| Challenge Examination Fee | \$100 per course | \$100 per course |
| College-Level Examination Program (CLEP) Fee | \$40 | \$40 |
| College-Level Examination Program (CLEP) Late Fee | \$20 | \$20 |
| Culinary Arts Program Fee (Applicable courses will be indicated in the current catalog) | \$65 per credit | \$65 per credit |
| Distance Education Fee (Applicable courses will be indicated in the current catalog) | \$75 per semester for all students | \$75 per semester for all students |
| Equestrian Fee | \$250 per semester | \$250 per semester |
| Failure to obtain College ID card | \$25 | \$25 |
| Laboratory/Equipment/Special Program (Applicable courses will be indicated in the current catalog) | \$75 per course | \$75 per course |
| Late Payment Fee | \$30 | \$30 |
| Late Registration Fee (begins 1 week prior to 1st day of session) | \$30 per semester | \$30 per semester |
| Liability Insurance Fee | \$50 per course | \$50 per course |
| Littering College Campus | \$50 | \$50 |
| Music Performance Lab Fee | \$35 per course | \$35 per course |
| Physical Education Fee (Applicable courses will be indicated in the current catalog) | \$75 per course | \$75 per course for face to face courses |
| Prior Learning Assessment | | |
| Basic Fee for Portfolio Evaluation | \$100 | \$100 |
| Supplementary Fee | 1/3 tuition of credits requested | 1/3 tuition of credits requested |
| Records Maintenance Fee | \$3 /credit - max. \$36/semester | \$3 /credit - max. \$36/semester |
| Replacement of Lost ID Card | \$12 | \$12 |

| | | |
|---|------------------------------------|-----------------------------------|
| Returned Check Fee | \$30 each | \$30 each |
| Smoking Policy Violation | \$20 | \$20 |
| Student Activity Fee | \$10 /credit - max. \$105/semester | \$10 /credit - max. \$90/semester |
| Technology Fee | \$150 per semester | \$150 per semester |
| Transcript Fee | \$15 | \$15 |
| Web Access Fee (applied to charges \$50 & over) | \$20 | \$20 |
| Vehicle Fees | | |
| Vehicle Registration Fee | \$15 /sem.- Fall, Spring, Summer | \$0 /sem.- Fall, Spring |
| Driving or Parking on Restricted Roads or Areas | \$100 | \$100 |
| Excessive Speed | \$100 | \$100 |
| Failure to Register/Renew Vehicle with College | \$30 | \$30 |
| Failure to stop, to obey signs or security personnel | \$100 | \$100 |
| Failure to yield to pedestrians | \$100 | \$100 |
| Obstruction of a trash container/ crosswalk | \$75 | \$75 |
| Parking in a Fire Zone/Lane or 15 ft of fire hydrant | \$150 | \$150 |
| Parking in Handicapped Area | \$280 | \$280 |
| Parking in other than Designated Area | \$50 | \$50 |
| Replacement of Lost Parking Sticker | \$12 | \$12 |
| English as a Second Language (ESL) Non-credit Tuition | | |
| Cat. #s IEP074, IEP084 | \$2,055 per semester | \$2,055 per semester |
| Cat. #s IEP094 & either IEP092 or IEP093 | \$2,055 per semester | \$2,055 per semester |
| Cat. #s IEP092, IEP093 | \$240 per semester | \$240 per semester |

TUITION AND FEES PART-TIME STUDENTS

2020/2021

2021/2022

| | | |
|----------------------------------|--------------------|--------------------|
| Tuition, Residents | \$228 per credit | \$228 per credit |
| Tuition, Non-Residents | \$456 per credit | \$456 per credit |
| Tuition Payment Plan | \$50 per semester | \$50 per semester |
| Administrative Collection Fee | \$100 | \$100 |
| Application Fee (non-refundable) | \$40 | \$40 |
| Applied Music Fee | \$450 per semester | \$450 per semester |
| Challenge Examination Fee | \$100 per course | \$100 per course |

| | | |
|--|------------------------------------|--|
| College-Level Examination Program (CLEP) Fee | \$40 | \$40 |
| College-Level Examination Program (CLEP) Late Fee | \$20 | \$20 |
| Culinary Arts Program Fee | \$65 per credit | \$65 per credit |
| Distance Education Fee (Applicable courses will be indicated in the current catalog) | \$75 per semester for all students | \$75 per semester for all students |
| Equestrian Fee | \$250 per semester | \$250 per semester |
| Failure to obtain College ID card | \$25 | \$25 |
| Laboratory/Equipment/Special Program (Applicable courses will be indicated in the current catalog) | \$75 per course | \$75 per course |
| Late Payment Fee | \$30 | \$30 |
| Late Registration Fee (begins 1 week prior to 1st day of session) | \$20 per semester | \$20 per semester |
| Liability Insurance Fee | \$50 per course | \$50 per course |
| Littering College Campus | \$50 | \$50 |
| Music Performance Lab Fee | \$35 per course | \$35 per course |
| Physical Education Fee (Applicable courses will be indicated in the current catalog) | \$75 per course | \$75 per course for face to face courses |
| Prior Learning Assessment | | |
| Basic Fee for Portfolio Evaluation | \$100 | \$100 |
| Supplementary Fee | 1/3 tuition of credits requested | 1/3 tuition of credits requested |
| Records Maintenance Fee | \$3 /credit - max. \$36/semester | \$3 /credit - max. \$36/semester |
| Replacement of Lost ID Card | \$12 | \$12 |
| Returned Check Fee | \$30 each | \$30 each |
| Smoking Policy Violation | \$20 | \$20 |
| Student Activity Fee | \$10 /credit-max \$105/semester | \$10 /credit-max \$90/semester |
| Technology Fee (Fall, Spring, Summer) | \$75 per semester | \$75 per semester |
| Per Winter Session | \$20 | \$20 |
| Transcript Fee | \$15 | \$15 |
| Web Access Fee (applied to charges \$50 & over) | \$20 | \$20 |
| Vehicle Fees | | |
| Vehicle Registration Fee | \$15 /sem.- Fall, Spring, Summer | \$0 /sem.- Fall, Spring |
| Driving or Parking on Restricted Roads or Areas | \$100 | \$100 |
| Excessive Speed | \$100 | \$100 |
| Failure to Register/Renew Vehicle with College | \$30 | \$30 |
| Failure to stop, to obey signs or security personnel | \$100 | \$100 |
| Failure to yield to pedestrians | \$100 | \$100 |
| Obstruction of a trash container/ crosswalk | \$75 | \$75 |
| Parking in a Fire Zone/Lane or 15 ft of fire hydrant | \$150 | \$150 |

| | | |
|---|--------------------|--------------------|
| Parking in Handicapped Area | \$280 | \$280 |
| Parking in other than Designated Area | \$50 | \$50 |
| Replacement of Lost Parking Sticker | \$12 | \$12 |
| English as a Second Language (ESL) Non-credit Tuition | | |
| Cat. #s ELL001, ELL010 | \$410 per semester | \$410 per semester |
| Cat. #s ELL003, ELL005, ELL007, ELL008 | \$205 per semester | \$205 per semester |
| Cat. #s ELL002, ELL004, ELL006, ELL009 | \$205 per semester | \$205 per semester |
| Cat. #s ELW001, ELW002, ELW003, ELW004, ELW005, ELW006, ELW007, ELW008, ELW009, ELW016 | \$175 per semester | \$175 per semester |