



**Office of the President**

**BOARD OF TRUSTEES**

**August 23, 2007**

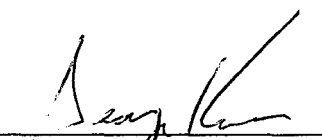
**RESOLUTION NO. 2007.55 APPROVING BUDGET TRANSFERS**

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

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

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

**RESOLVED**, that the budget transfers shown as (Attachment I) are hereby approved.



---

George Kane  
Secretary

**Central Administration**  
533 College Road  
Selden, NY 11784-2899  
(631) 451-4112

**Ammerman Campus**  
533 College Road  
Selden, NY 11784-2899  
(631) 451-4110

**Western Campus**  
Crooked Hill Road  
Brentwood, NY 11717-1092  
(631) 851-6700

**Eastern Campus**  
121 Speonk-Riverhead Road  
Riverhead, NY 11901-3499  
(631) 548-2500



Office of the President

BOARD OF TRUSTEES

August 23, 2007

**RESOLUTION NO. 2007.56 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 \$1,311,274.99 for the month of June 2007 and \$1,445,827.99 for the month of July (Attachment II) is hereby approved by the Board of Trustees.

George Kane  
Secretary

**Central Administration**  
533 College Road  
Selden, NY 11784-2899  
(631) 451-4112

**Ammerman Campus**  
533 College Road  
Selden, NY 11784-2899  
(631) 451-4110

**Western Campus**  
Crooked Hill Road  
Brentwood, NY 11717-1092  
(631) 851-6700

**Eastern Campus**  
121 Speonk-Riverhead Road  
Riverhead, NY 11901-3499  
(631) 548-2500



Office of the President

BOARD OF TRUSTEES

August 23, 2007

**RESOLUTION NO. 2007.57 ACCEPTING A GRANT AWARD FOR  
STRENGTHENED CAMPUS-BASED ASSESSMENT**

**WHEREAS**, Suffolk County Community College has received a grant award from The State University of New York, in the amount of \$5,200, for Strengthened Campus-Based Assessment, for the 2006-07 academic year, and

**WHEREAS**, the grant provides funding for the use of rubrics in Critical Thinking (Reasoning) as part of Strengthened Campus-Based Assessment, and

**WHEREAS**, matching funds are not required, be it therefore

**RESOLVED**, that a grant award, in the amount of \$5,200 from The State University of New York, for Strengthened Campus-Based Assessment, awarded for the 2006-2007 academic year and to be disbursed for the use of rubrics in Critical Thinking, is hereby accepted, and the College President or her designee is authorized to execute a contract with the administering agency.

Project Director: Dr. Allen Jacobs

Note: No full-time personnel

---

George Kane  
Secretary

**Central Administration**  
533 College Road  
Selden, NY 11784-2899  
(631) 451-4112

**Ammerman Campus**  
533 College Road  
Selden, NY 11784-2899  
(631) 451-4110

**Western Campus**  
Crooked Hill Road  
Brentwood, NY 11717-1092  
(631) 851-6700

**Eastern Campus**  
121 Speonk-Riverhead Road  
Riverhead, NY 11901-3499  
(631) 548-2500



Office of the President

BOARD OF TRUSTEES

August 23, 2007

**RESOLUTION NO. 2007.58 AUTHORIZING A PROPOSAL TO THE STATE UNIVERSITY OF NEW YORK FOR A COMMUNITY COLLEGE WORKFORCE DEVELOPMENT TRAINING GRANTS PROGRAM FOR THE BANK OF SMITHTOWN**

**WHEREAS**, Suffolk County Community College has submitted a proposal to the State University of New York for a Community College Workforce Development Training Grants Program for the Bank of Smithtown, in the amount of \$41,917.50, including indirect costs, for the period of September 1, 2007 through August 22, 2008, and

**WHEREAS**, the project will provide funds for Diversity Training, Business Writing and Supervisory Skills, and PC training in Microsoft Word, Excel, and PowerPoint for incumbent and new employees of the Bank of Smithtown, and

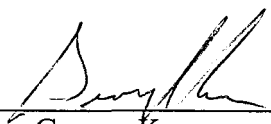
**WHEREAS**, matching funds, in the amount of \$4,657.50, provided by the Bank of Smithtown, will increase the program total to \$46,575, including indirect costs, be it therefore

**RESOLVED**, that matching funds, if the grant is funded, in the amount of \$4,657.50, provided by the Bank of Smithtown, be accepted for the operation of the Community College Workforce Development Training Grants Program, and be it further

**RESOLVED**, that a proposal, in the amount of \$41,917.50, to the State University of New York for a Community College Workforce Development Training Grants Program for the Bank of Smithtown during the 2007-2008 fiscal year, is hereby approved and, upon award of the grant, the College President or her designee is authorized to execute a contract with the administering agency.

Project Director: Marilyn Green

Note: No full-time personnel

  
George Kane  
Secretary

Central Administration  
533 College Road  
Selden, NY 11784-2899  
(631) 451-4112

Ammerman Campus  
533 College Road  
Selden, NY 11784-2899  
(631) 451-4110

Western Campus  
Crooked Hill Road  
Brentwood, NY 11717-1092  
(631) 851-6700

Eastern Campus  
121 Speonk-Riverhead Road  
Riverhead, NY 11901-3499  
(631) 548-2500



Office of the President

BOARD OF TRUSTEES

August 23, 2007

**RESOLUTION NO. 2007.59 AUTHORIZING A PROPOSAL TO THE STATE UNIVERSITY OF NEW YORK FOR A COMMUNITY COLLEGE WORKFORCE DEVELOPMENT TRAINING GRANTS PROGRAM FOR J. KINGS FOOD SERVICE PROFESSIONALS, INC.**

**WHEREAS**, Suffolk County Community College has submitted a proposal to the State University of New York for a Community College Workforce Development Training Grants Program for J. Kings Food Service Professionals, Inc., in the amount of \$39,740, including indirect costs, for the period of September 1, 2007 through August 22, 2008, and

**WHEREAS**, the project will provide funds for classes in English for Speakers of other Languages (ESOL) for the non-traditional, limited English speaking workforce of J. Kings Food Service Professionals, Inc., and

**WHEREAS**, matching funds, in the amount of \$4,420, provided by J. Kings Food Service Professionals, Inc., will increase the program total to \$44,160, including indirect costs, be it therefore

**RESOLVED**, that matching funds, if the grant is funded, in the amount of \$4,420, provided by J. Kings Food Service Professionals, Inc., be accepted for the operation of the Community College Workforce Development Training Grants Program, and be it further

**RESOLVED**, that a proposal, in the amount of \$39,740, to the State University of New York for a Community College Workforce Development Training Grants Program for J. Kings Food Service Professionals, Inc. during the 2007-2008 fiscal year, is hereby approved and, upon award of the grant, the College President or her designee is authorized to execute a contract with the administering agency.

Project Director: Maureen Arma

Note: No full-time personnel

  
George Kane  
Secretary

Central Administration  
533 College Road  
Selden, NY 11784-2899  
(631) 451-4112

Ammerman Campus  
533 College Road  
Selden, NY 11784-2899  
(631) 451-4110

Western Campus  
Crooked Hill Road  
Brentwood, NY 11717-1092  
(631) 851-6700

Eastern Campus  
121 Speonk-Riverhead Road  
Riverhead, NY 11901-3499  
(631) 548-2500



Office of the President

**BOARD OF TRUSTEES**

August 23, 2007

**RESOLUTION NO. 2007.60 AUTHORIZING A PROPOSAL TO THE STATE UNIVERSITY OF NEW YORK FOR A COMMUNITY COLLEGE WORKFORCE DEVELOPMENT TRAINING GRANTS PROGRAM FOR BELCO DISTRIBUTORS**

**WHEREAS**, Suffolk County Community College has submitted a proposal to the State University of New York for a Community College Workforce Development Training Grants Program for Belco Distributors, in the amount of \$17,435, including indirect costs, for the period of September 1, 2007 through August 22, 2008, and

**WHEREAS**, the project will provide funds for customized classes in English for Speakers of other Languages (ESOL) for the non-traditional, non-English speaking employees of Belco Distributors, Conversational Spanish for Managers, as well as Pre- and Post-Assessment, and

**WHEREAS**, matching funds, in the amount of \$2,000, provided by Belco Distributors, will increase the program total to \$19,435, including indirect costs, be it therefore

**RESOLVED**, that matching funds, if the grant is funded, in the amount of \$2,000, provided by Belco Distributors, be accepted for the operation of the Community College Workforce Development Training Grants Program, and be it further

**RESOLVED**, that a proposal, in the amount of \$17,435, to the State University of New York for a Community College Workforce Development Training Grants Program for Belco Distributors during the 2007-2008 fiscal year, is hereby approved and, upon award of the grant, the College President or her designee is authorized to execute a contract with the administering agency.

Project Director: Maureen Arma

Note: No full-time personnel

  
George Kane  
Secretary

**Central Administration**  
533 College Road  
Selden, NY 11784-2899  
(631) 451-4112

**Ammerman Campus**  
533 College Road  
Selden, NY 11784-2899  
(631) 451-4110

**Western Campus**  
Crooked Hill Road  
Brentwood, NY 11717-1092  
(631) 851-6700

**Eastern Campus**  
121 Speonk-Riverhead Road  
Riverhead, NY 11901-3499  
(631) 548-2500



**Office of the President**

**BOARD OF TRUSTEES  
August 23, 2007**

**RESOLUTION NO. 2007.61 APPROVING AND ADOPTING THE 2007-2008  
OPERATING BUDGET OF SUFFOLK COUNTY COMMUNITY COLLEGE**

**WHEREAS**, Resolution Nos. 2007.32 and 2007.52 were approved by the Board of Trustees on April 18, 2007, and June 14, 2007 respectively, and

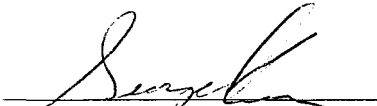
**WHEREAS**, subsequent to a recommendation of the County Executive, the County Legislature has authorized a 2007-2008 operating budget for the Suffolk County Community College, and

**WHEREAS**, the authorization process has requested the Board of Trustees to consider the adoption of an operating budget in the amount of \$165,636,324, including grants, for the period September 1, 2007 through August 31, 2008, and

**WHEREAS**, the authorization process has requested a reduction to the tuition and fee amounts approved as Resolution No. 2007.31 by the Board of Trustees for the 2007-2008 budget year at its meeting of April 18, 2007, be it therefore

**RESOLVED**, that the 2007-2008 Operating Budget of the Suffolk County Community College, in the amount of \$ 165,636,324, including grants, for the period September 1, 2007 through August 31, 2008, is hereby approved and adopted for submission to the State University of New York for review and approval, and be it further

**RESOLVED**, that the tuition and fee amounts approved by the Board of Trustees on April 18, 2007, and as amended today in Attachment VII are hereby approved.

  
George Kane  
Secretary

**Central Administration**  
533 College Road  
Selden, NY 11784-2899  
(631) 451-4112

**Ammerman Campus**  
533 College Road  
Selden, NY 11784-2899  
(631) 451-4110

**Western Campus**  
Crooked Hill Road  
Brentwood, NY 11717-1092  
(631) 851-6700

**Eastern Campus**  
121 Speonk-Riverhead Road  
Riverhead, NY 11901-3499  
(631) 548-2500



Office of the President

BOARD OF TRUSTEES

August 23, 2007

**RESOLUTION NO. 2007.62 AMENDING RESOLUTION NO. 2005.63 AUTHORIZING AN AGREEMENT WITH A FOOD AND VENDING CONCESSIONAIRE**

**WHEREAS**, by Resolution No. 2005.63, the Suffolk County Community College Board of Trustees authorized the President to enter into an agreement with Dover Gourmet Corporation (Dover) for food service, catering and vending services, and

**WHEREAS**, Dover originally proposed to pay commissions to the College of 35% on vending sales, and

**WHEREAS**, Dover has requested a reduction in that commission rate to 28% as a result of increased costs Dover has incurred to meet obligations imposed on it by the College, and

**WHEREAS**, the Administrative Director of Business Operations has evaluated Dover's request and recommends the reduction of the commission rate, and the Executive Vice President and the President concur, be it therefore

**RESOLVED**, that the commission rate on vending sales be reduced from 35% to 28%.

  
George Kane  
Secretary

Central Administration  
533 College Road  
Selden, NY 11784-2899  
(631) 451-4112

Ammerman Campus  
533 College Road  
Selden, NY 11784-2899  
(631) 451-4110

Western Campus  
Crooked Hill Road  
Brentwood, NY 11717-1092  
(631) 851-6700

Eastern Campus  
121 Speonk-Riverhead Road  
Riverhead, NY 11901-3499  
(631) 548-2500





**Office of the President**

**BOARD OF TRUSTEES**

**August 23, 2007**

**RESOLUTION NO. 2007.63 ABOLISHING AND CREATING TITLES**

**WHEREAS**, the Vice President for Academic and Student Affairs and the Vice President for Planning and Institutional Assessment recommend abolishing and creating two new titles and the President concurs, and

**WHEREAS**, the changes are needed to align the College's structure, be it therefore

**RESOLVED**, that the title listed below be abolished effective August 31, 2007,

<u>Title to be Abolished</u>	<u>Spec#</u>	<u>BU</u>	<u>Category</u>
Director of Plant Operations for Construction Compliance	9091	4	III

and be it further,

**Resolution No. 2007.63 con't**

**RESOLVED**, that the titles listed below be created effective September 1, 2007, with the qualifications, duties and responsibilities as described in the position descriptions,

<u>Titles to be Created</u>	<u>Spec#</u>	<u>BU</u>	<u>Category</u>
College Success Program Director	9174	4	III
College Associate Dean for Accreditation and Institutional Assessment	9096	4	I
Director of Construction	9091	4	III

and be it further

**Central Administration**  
533 College Road  
Selden, NY 11784-2899  
(631) 451-4112

**Ammerman Campus**  
533 College Road  
Selden, NY 11784-2899  
(631) 451-4110

**Western Campus**  
Crooked Hill Road  
Brentwood, NY 11717-1092  
(631) 851-6700

**Eastern Campus**  
121 Speonk-Riverhead Road  
Riverhead, NY 11901-3499  
(631) 548-2500

# Suffolk



COUNTY COMMUNITY COLLEGE

**RESOLVED**, that the titles and position description be submitted to the Chancellor of the State University of New York for approval in the professional service.

- Attachment III : Job Description for College Success Program Director
- Attachment IV: Job Description for College Associate Dean for Accreditation and Institutional Assessment
- Attachment V: Job Description for Director of Construction



---

George Kane  
Secretary

**Central Administration**  
533 College Road  
Selden, NY 11784-2899  
(631) 451-4112

**Ammerman Campus**  
533 College Road  
Selden, NY 11784-2899  
(631) 451-4110

**Western Campus**  
Crooked Hill Road  
Brentwood, NY 11717-1092  
(631) 851-6700

**Eastern Campus**  
121 Speonk-Riverhead Road  
Riverhead, NY 11901-3499  
(631) 548-2500



Office of the President

BOARD OF TRUSTEES

August 23, 2007

**RESOLUTION NO. 2007.64 APPROVING A CHANGE ORDER FOR THE  
CULINARY ARTS AND HOSPITALITY CENTER**

**WHEREAS**, a lease for a newly-constructed Culinary Arts and Hospitality Center in downtown Riverhead was authorized by the Board of Trustees through Resolution 2005.68 and by the Suffolk County Legislature through Resolution 865-2005, and

**WHEREAS**, the twenty-year lease, which was fully executed on December 8, 2005, contained provisions within Section 8(c) to address Change Orders of the Final Plans and Specifications of the facility, and

**WHEREAS**, according to the provisions of Section 8(c) of the executed lease, Change Orders to the Final Plans and Specifications for the facility valued at \$20,001 or more require approval of the Board of Trustees, and

**WHEREAS**, grant funding for upgrades has been secured through New York State capital sources, and

**WHEREAS**, the change order for equipment connections for plumbing and electrical service will ensure the proper functionality of laboratory equipment in the Culinary Arts and Hospitality Center, and

**WHEREAS**, the College's Executive Director of Facilities and its Construction Project Coordinator have reviewed the Change Order specifications and have confirmed that the costs associated with the Change Order are in accordance with industry standards and the Executive Vice President and the President concur, be it therefore

**RESOLVED**, that the requested Change Order to the Final Plans and Specifications of the Parr Organization is hereby authorized to reflect the attached costs associated with completing connections for plumbing and electrical service.

Attachment VI

  
George Kane  
Secretary

Central Administration  
533 College Road  
Selden, NY 11784-2899  
(631) 451-4112

Ammerman Campus  
533 College Road  
Selden, NY 11784-2899  
(631) 451-4110

Western Campus  
Crooked Hill Road  
Brentwood, NY 11717-1092  
(631) 851-6700

Eastern Campus  
121 Speonk-Riverhead Road  
Riverhead, NY 11901-3499  
(631) 548-2500



Office of the President

BOARD OF TRUSTEES

August 23, 2007

**RESOLUTION NO. 2007.65 AUTHORIZING AN AGREEMENT WITH THE SUFFOLK COMMUNITY COLLEGE ASSOCIATION, INC. FOR THE USE OF COLLEGE FACILITIES**

**WHEREAS**, the Suffolk Community College Association, Inc. has created the Baker's Workshop in conjunction with Suffolk County Community College's Culinary Arts Program, and

**WHEREAS**, this food service facility will be housed in a building leased and operated by the College, and

**WHEREAS**, it is necessary to have an agreement between the College and the Association setting forth the terms and conditions pursuant to which the Association will be able to use this building, be it therefore

**RESOLVED**, that the College President, or her designee, is hereby authorized to enter into an agreement with the Association for a ten year term and setting forth the terms and condition pursuant to which the Association will operate the Baker's Workshop in a College-leased facility.

  
George Kane  
Secretary

**Central Administration**  
533 College Road  
Selden, NY 11784-2899  
(631) 451-4112

**Ammerman Campus**  
533 College Road  
Selden, NY 11784-2899  
(631) 451-4110

**Western Campus**  
Crooked Hill Road  
Brentwood, NY 11717-1092  
(631) 851-6700

**Eastern Campus**  
121 Speonk-Riverhead Road  
Riverhead, NY 11901-3499  
(631) 548-2500



**Office of the President**

**BOARD OF TRUSTEES**

**August 23, 2007**

**RESOLUTION NO. 2007.66 AUTHORIZING A COLLABORATIVE AGREEMENT WITH THE COUNTY OF SUFFOLK FOR THE MONITORING OF AUTOMATIC EXTERNAL DEFIBRILLATORS**

**WHEREAS**, Suffolk County Community College maintains Automatic External Defibrillators (AEDs) at each of its campuses, and

**WHEREAS**, State Public Health law requires organizations that own and operate publicly accessible AEDs to do so pursuant to a collaborative agreement with an emergency health care provider, who monitors the training, maintenance and use of the AEDs, and

**WHEREAS**, the County of Suffolk has offered to enter into a collaborative agreement with the College to provide these monitoring services at no charge to the College, be it therefore

**RESOLVED**, that the College President, or her designee, is authorized to enter into a collaborative agreement with the County of Suffolk for the provision of AED monitoring services.

  
George Kane  
Secretary

**Central Administration**  
533 College Road  
Selden, NY 11784-2899  
(631) 451-4112

**Ammerman Campus**  
533 College Road  
Selden, NY 11784-2899  
(631) 451-4110

**Western Campus**  
Crooked Hill Road  
Brentwood, NY 11717-1092  
(631) 851-6700

**Eastern Campus**  
121 Speonk-Riverhead Road  
Riverhead, NY 11901-3499  
(631) 548-2500



**Office of the President**

**BOARD OF TRUSTEES**

**August 23, 2007**

**RESOLUTION NO. 2007.67 AUTHORIZING THE ACCEPTANCE OF A GIFT FROM THE SUFFOLK COMMUNITY COLLEGE FOUNDATION**

**WHEREAS**, the Suffolk Community College Foundation is the recipient of culinary equipment donated by Westye Group East, LLC for use in the Demonstration Theatre of the Culinary Arts & Hospitality Center in downtown Riverhead as follows:

<b>Manufacturer:</b>	<b>Sub-Zero</b>		
648PROG	Refrigerator/Freezer	315I/700BC	Icemaker
430G/S	Wine Storage		

**Resolution No. 2007.67 con't**

<b>Manufacturer:</b>	<b>Wolf</b>		
MWC24	Microwave	IF15/S	Deep Fryer
MWCTRIM30/S	Microwave Trim	WD30	Warming Drawer
D030F/S	Built-In Double Oven	WDFRONT	Warming Drawer
DF484CG	Duel Fuel Range	WDCONTA	Warming Drawer
CT151/S	Induction Cook Top	BBQ362C	Barbecue
IS15/S	Steamer Cook Top		

<b>Manufacturer:</b>	<b>Franke</b>		
PRX110-21 (qty 2)	Undermount Sink	FF1700	Faucet
FF1200	Faucet	900 (qty 2)	Sink Strainer

<b>Manufacturer:</b>	<b>Asko</b>		
D3531XLHDSS	Dishwasher		

and

# Suffolk



COUNTY COMMUNITY COLLEGE

**WHEREAS**, it is the desire of the College to accept these gifts from the Suffolk Community College Foundation for use within the Demonstration Theatre of the Culinary Arts & Hospitality Center for use by instructors and presenters in the furtherance of the culinary arts and hospitality program, be it therefore

**RESOLVED**, that the Board of Trustees hereby authorizes the acceptance by Suffolk County Community College of the gifted equipment as outlined above, with gratitude to the principals of Westye Group East, LLC for their generous contribution to the College's efforts.



---

George Kane  
Secretary

**Central Administration**  
533 College Road  
Selden, NY 11784-2899  
(631) 451-4112

**Ammerman Campus**  
533 College Road  
Selden, NY 11784-2899  
(631) 451-4110

**Western Campus**  
Crooked Hill Road  
Brentwood, NY 11717-1092  
(631) 851-6700

**Eastern Campus**  
121 Speonk-Riverhead Road  
Riverhead, NY 11901-3499  
(631) 548-2500